



Wednesday, December 13<sup>th</sup>, 2023  
Grafton Parks & Recreation Board Room  
715 West 5<sup>th</sup> Street  
Grafton, ND 58237  
5:15 p.m.

**Minutes:**

- I. Call to Order by Ryer Stark at 5:15 PM
- II. Board Members Present:
  - A. Board Members Present: Ryer Stark, Scott Hills, Cory Burns, Jon Jelinek
  - B. Board Members Absent: Kristi Olson
  - C. Staff Present: William Dahl, Matt Oppegard
  - D. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. Ryer added Centennial Center Parking Barricades and Jon added Penalty Box Heater to the Arenas section of the Director's Report.
- IV. Ryer asked for an approval of the minutes from the November Park Board Meeting held on 11/08/23. Scott made a motion to approve the minutes from the November Park Board meeting. Seconded by Jon, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Scott made a motion to approve the expenditures as listed. Seconded by Cory, motion passed all approved to pay bills.
- V. Matt presented the November bank statement report for the board's review.
- VI. Reports:
  - A. Recreation Report
    - i. Matt reported that the gymnastics raffle is in full swing. Please turn in sold books as soon possible. The deadline to turn the books into the parks office is January 5<sup>th</sup> or at gymnastics practice on January 7<sup>th</sup>.
    - ii. The new figure skating program, Power Skating, started last Sunday with 13 registered participants. There will be a total of 6 Sunday power skating ice times concluding on February 11<sup>th</sup>.
    - iii. Figure skating will not be selling raffle books this year for their fundraiser. Instead, there will be 2 events for the benefit of the Grafton Figure Skating program. The 1<sup>st</sup> is the Grafton Figure Skating Competition on Sunday, January 21<sup>st</sup>. The deadline to register for the competition is January 8<sup>th</sup>. So far it has brought in around \$2,000 for the figure skating program. The second event will be the Candlelight Hike at Leistikow Park that will be held on Thursday, January 25<sup>th</sup> from 6pm to 8pm. All who wish to help are welcome. Spread the word the more the merrier. Admission is \$4 per person regardless of age. Come out and hike the trails, sled down the snow hill, skate at the outdoor rink, enjoy hot chocolate and baked goods in the warming house, and roast a smore on the open fire with the Grafton Fire Department.
  - B. Director
    1. Parks
      - i. Bill reported that the new Bobcat ToolCat and MatTracks have arrived. Matt completed the paperwork for Scott. Matt also submitted for the 1<sup>st</sup> reimbursement for the purchase of the MatTracks from the RTP Grant.

- ii. The City's Lights in the Park event is going well. The hut that was donated by Unity Medical Center blew over in last weekend's windstorm, but it was set back up earlier today and found that the hut was not damaged. Jenny Dusek is still looking for groups that would like to volunteer to hand out hot chocolate. Contact Jenny at the city office if interested.

## 2. Campground:

- i. Bill reported that Matt has submitted for the 1<sup>st</sup> reimbursement from the Park Improvement Grant for the new cabin, windows, and framing.
- ii. Bill started to research a new shower/bathroom building for the campground and Leistikow Park. Bill received an estimate from CTX Precast Buildings and found that they were out of our budget at \$350,000 for the new building with freight. Bill explained the time crunch for putting up a new building in the same location as the current bathroom/showers. November demo and completed building for May 1<sup>st</sup> opening. Scott asked Bill to check on other structures such as Morton Building since they can put up a pole building quickly and the concrete floor after the structure is built. Bill will check into those options and continue researching campground/park bathroom designs. This project may be a good candidate for the Land Water Soil Conservation Grant opening May 2024.

## 3. Pool: (nothing to report)

## 4. Arenas:

- i. Bill reported that the park staff are still bleeding air from the header daily. They are continuing to add more brine which is pushing more air out of the system.
- ii. The park staff have built shelves in the storage room in locker room 4 for the rental skates at a cost of \$600. Gabbi has organized all of the rental skates and the old homemade rolling skate rack was brought back to the park shop. Bill explained that Grafton Parks is still looking for people to donate their good used skates for the Centennial Center skate rental inventory.
- iii. Ryer asked where the parking barricades went for the north side of the Centennial Center. Worried that someone may hit the building without some form of barricades. Bill will check with the school to have the barricades placed back along the north side of the building.
- iv. Jon asked if the penalty box heater works. Bill explained that the breaker for the heater was turned off. There is an on/off switch for the heater, but the front panel has to be removed to access it. The arena staff will make sure the breaker for the penalty box heater is on for High School hockey games.
- v. Ryer asked if there were any additional shelves that could be used for storage in the loft area for extra trophies that are waiting to be displayed in the lobby trophy case. Bill explained that the only extra shelves are the glass shelves that came out of the old trophy case.

## 5. Athletic Fields:

- i. The Grafton Parks & Recreation Foundation board met last week and discussed the 8<sup>th</sup> Street Ballfield project. The foundation board is interested in funding a new scoreboard at 8<sup>th</sup> Street Ballfield with the help of the Ball Diamond Boosters. Bill has reached out to Daktronics to get a quote for a new scoreboard.

## 6. Elmwood:

- i. Bill reported that Elmwood had a tour earlier today which brought in \$60 in donations. Elmwood has a couple holiday rentals coming up.

- C. Business Manager
  - i. Matt reported that the Grafton Parks & Recreation Foundation had their annual meeting last week and distributed the minutes from that meeting along with the foundation's funds breakdown for the Park Board's review.
  - ii. Matt presented a year-to-date profit/loss for all accounts for the board's review.
  
- X. Old Business:
  
- XI. New Business:
  
- XII. Public Comments:
  
- XIII. Adjournment: Jon made a motion to adjourn the meeting. Cory seconded the motion, motion passed all approved. The meeting was adjourned at 5:47 pm.