



Wednesday, January 11<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, Kristi Olson
  - B. Board Members Absent: Jon Jelinek
  - C. Staff Present: William Dahl, Matt Oppegard, Todd Janikowski, Gabbi Holand
  - D. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. Scott added City Snow Dump under Athletic Fields in the Director Report.
- IV. Ryer asked for an approval of the minutes from the December Park Board Meeting held on 12/14/22. Kristi made a motion to approve the minutes from the December Park Board meeting. Seconded by Scott, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Scott made a motion to approve the expenditures. Seconded by Cory, motion passed all approved to pay bills as listed.
- V. Matt presented the December bank statement report for the Park Board's review.
- VI. Reports:
  - A. Recreation Report
    - i. Gabbi reported that the gymnastics performance at the High School Volleyball game went well. A few parents complained about having to pay to see the performance when they did not care about the game.
    - ii. Figure Skating is going well. The skating show will be March 18<sup>th</sup> & 19<sup>th</sup> with admissions of \$6 for Adults, \$4 for Students, and Kids 5 and under are free. Pictures will be February 21<sup>st</sup> and will be ran the same as last year with each group rotating from pictures in the lobby to on-ice stations.
    - iii. The Border Blades Private Advanced Expedition & Potato Feed will be February 18<sup>th</sup>. All proceeds from the Potato Feed will go towards coaching fees.
    - iv. The Candlelight Hike at Leistikow Park raised \$1,023 for the Pumpkin Park Renovation.
  - B. Facility
    - i. Todd reported that the Olympia at Schumacher Park needed a new alternator.
    - ii. Three battery maintainers have arrived for off-season battery maintenance. Todd explained that there are 2 pickups and the gator that are not used much in the winter and 3 Zambonis that don't get used over the summer. Extended no use times are hard on batteries and the battery maintainers should help extend the lifespan of the seasonal batteries.
    - iii. The door at the Schumacher Park warming house was left open 2"-3" overnight with -20-degree temperatures. The water lines and water in the toilet were frozen. Todd was able to thaw everything with no broken lines. Todd asked the board if park staff can start locking the outdoor warming

house doors when we get to extreme subzero temperatures. The board worries that if a kid is dropped off at the outdoor rink with nowhere to go except the warming house for heat could create a bad situation with a locked warming house. The board discussed other options. The warming house doors will remain open while there is skateable ice on the rinks.

- iv. Todd informed the board that he will be ordering new filters for the air exchanger and lobby furnace. Todd went over his filter changing schedule with the board.

#### C. Director

##### 1. Parks

- i. Bill reported that the ND DOT easement has been removed from the LSTC bowl property. KLJ has completed the certificate of survey and Ryer has signed the agreement. The Grafton Park Board is purchasing the LSTC bowl property for \$40/acre plus closing costs. Bill explained that the agreement stated that the property could only be used for recreation and any other usage will result in the ownership of the land being returned to the state.
- ii. Bill received the new mower purchase agreement from True North Equipment. The new mower will cost \$4,850 with trade. The new mower maybe in next week.

##### 2. Campground: (nothing to report)

##### 3. Pool:

- i. Bill informed the board that the pool chemical early order program should be coming out soon. Bill will order all pool chemicals needed for the 2023 season as soon as the program is released to ensure that we lock in the best price and shipping costs before any possible increases occur.

##### 4. Arenas:

- i. Bill reported that the trophy case glass came in today. Ryer mentioned that the Trophy Case committee are excited to start placing trophies.

##### 5. Athletic Fields:

- i. Pete Holand will have his morning VoTech construction class continue the 8<sup>th</sup> Street concession/bathroom construction as early as tomorrow. The class needs 4 weeks of good weather to complete their portion of the project.
- ii. Scott asked why the city was dumping snow at Chandler field. Bill explained that the city received a grant for Light Up the Night and the city was dumping snow there to create a sledding hill for the event.

##### 6. Elmwood:

- i. Last year Elmwood repaired the service entry roof that was leaking and now will be replacing the interior ceiling tiles.
- ii. The Elmwood Board is very grateful for donations from the Kopperrud Foundation for \$1,924.13 and 1<sup>st</sup> United Bank for \$1,000 that made it possible to replace all interior ceiling tiles rather than only the ones that were damaged by water. The service entry ceiling will look much better with all matching tiles.

#### D. Business Manager

- i. Matt reported that a Bremer CD is up for renewal on 01/17/2023. Matt recommended going with the 6-month term at 2.95%. The board discussed the different options and agreed to renew the CD for the 6-month term.
- ii. Matt presented the year end profit/loss. Total revenues were \$1,168,426 and total expenses were \$1,146,909 with a net income of \$21,516.54. Matt explained that the revenues and expenses were way up due to the Blue Line

Club's siding project that resided the north and west exterior walls of the Centennial Center which accounted for roughly 50% of the increase. They were also inflated due to the 8<sup>th</sup> Street Concession/Bathrooms, Cabin 6, and Trophy Case projects. Matt suggested allocations for the net income for Trails Grant funding for a new groomer at \$3,000, \$2,000 of additional funding for the Girl Scout Cabin demolition, \$3,000 for new basketball hoops at Leistikow Park, \$10,000 of additional funding for the Pumpkin Park Renovation Project, and \$3,516.54 of additional funding for the large equipment/vehicle fund. Scott made a motion to reallocate net income as listed. Kristi seconded the motion, motion passed all approved.

- iii. Matt presented the 2022 and 2021 Centennial Center Utility usage to the board. Bill explained that we will need to have a Facility Committee meeting next month to discuss the current rental rates. This year the Centennial Center lost around \$5,000. A Facility Committee meeting was scheduled for Wednesday, February 15<sup>th</sup> at 5:15pm at the Grafton Parks Office Board Room.

X. Old Business:

XI. New Business:

XII. Public Comments:

XIII. Adjournment: Cory made a motion to adjourn the meeting. Kristi seconded the motion, motion passed all approved. The meeting was adjourned at 6:15 pm.