



Wednesday, October 12th, 2016
Parks & Recreation Office Board Room
715 West 5th Street
Grafton, ND 58237
4:00 p.m.

Minutes:

- I. Call to Order by Brad Burianek at 4:00 PM
 - A. Board Members Present: Brad Burianek, Scott Hills, Todd Storey, Ryer Stark
 - i. Board Members Absent: Cory Burns
 - B. Staff Present: Bill Dahl, Mike Steinfeldt, Dean Feltman, Matt Opegard.
 - C. Media Present: Todd Kjelland
 - D. Public Present: Dave Hills
- II. Brad asked if there were any additions or deletions to the agenda. There were no changes made to the agenda.
- III. Brad asked for an approval of the minutes for the September 14th and 28th meetings. Motion by Ryer and seconded by Todd, motion passed. Brad asked for an authorization of expenditures as listed. Motion by Scott and second by Ryer, motion passed to pay bills as listed. The September bank statement reports were handed out and approved by the board.
- IV. Reports:
 - A. Director
 1. Arenas
 - i. Dave Hills presented the Board with an early draft of the possible new entrance to take the place of the existing entrance. Dave answered the board's questions about the possible project. Bill informed Dave that the Economic Development Committee extended the expiration date for the \$44,000 EDC loan to 12/31/2017.
 - ii. Bill informed the Board that the numbers are down for the Fall Hockey Camp, due to only having 1 team per age group causing no need to have try-outs. Liz Martinson contacted Parks and Recreation for the possibility of having 10 girls join the Bantam and High School groups. She will give Parks and Recreation a list of names that will sign up for the last week of Hockey Camp.
 - iii. Parks and Recreation is currently looking for adult part-time arena staff with the hopes that we will not have to rehire and retrain new staff members every year.
 - iv. Midwest Refrigeration performed the ice start up. They are currently testing the brine as part of the hydrometer test. The belts for the air exchange were worn and need to be replaced. The belts will be replaced on 10/13/2016.
 - v. Brad asked about advertising signage. Dean informed the Board that we have 4 new advertisers at the Centennial Center.
 2. Parks
 - i. Bill informed the Board that fall cleanup/winterizing is underway in the parks. The park bathrooms are closed. There is signage explaining that the campground bathroom will remain open as long as weather permits.

- ii. Dakota Fence repaired all of the park fences that were damaged in the June storm.
 - iii. The rental house now has tenants who signed a year lease.
- 3. Campground
 - i. Bill informed the Board that the above ground water lines are insulated. Parks and Recreation will try to keep the water on as long as weather permits due to the late harvest. When the water lines are shutoff and winterized, the campground bathroom will remain open as long as we have workers staying in the campground.
- 4. Athletic Fields
 - i. Bill informed the board that he and Matt had a meeting with the Jack Maus, Randy Rice, Darin Schumacher, and Brad Larson. The school would like to have an updated agreement for the athletic fields and more access to the Centennial Center loft area for the wrestling team. The Board agreed that more offseason access to the wrestling team and an updated agreement for the athletic fields were a good idea. Grafton Parks and Recreation will amend the Centennial Center agreement to give more access to the loft area over the offseason and come up with an updated athletic field agreement that can be presented to the Board at the November meeting.
- 5. Pool
 - i. Bill informed the Board that the pool bathrooms are winterized.
 - ii. The pool fence was repaired earlier in the week by Dakota Fence.
 - iii. The pool will be refilled after all of the leaves have fallen.
- 6. Elmwood
 - i. Bill informed the Board that Insulation Place came out to Elmwood to inspect and clean the gutters. Special thanks was extended to Bob for the work performed.
- B. Business Manager
 - i. Matt informed the Board that the 2017 Budget was sent to the City of Grafton and Walsh County Recorder's office.
 - ii. The reduced GovtPortal fees have kicked in and the last credit card fee was billed to Grafton Parks and Recreation on September 9th. The total credit card fees for the month of September was \$233.37.
 - iii. There were 2 new on-ice ads, 1 new arena wall ad, and 3 new glass ads at the Centennial Center.
 - iv. Simplot will be ordering a new sign and moving from the arena wall to the lobby wall. Next year a letter will be sent out to all of the 3'x4' arena wall signs that have been grandfathered in at \$150 stating that their sign will be moved to the lobby wall for no additional fees and their annual charge will be \$175 per year. An option will be given to those that want to have a new 3'x8' sign made to stay on the arena wall, but then their annual commitment will be \$200 with a \$100 credit for the 2017-2018 season.
- C. Recreations Manager
 - i. Mike reported that Gymnastics started October 4th with 84 registered participants. The registration income is that highest since Tina's 2nd to last year. All of the equipment that was previously purchased for the program are now being used.
 - ii. Grafton High School has scheduled 7 captains' practices this fall starting October 24th – November 4th.

- iii. Termite Mini-Camp numbers are down that will run over the next 2 weekends.
 - iv. Figure skating is scheduled to start November 15th and more registrations are expected to come in. This will be the 1st year of the Basic Skills Bridge Program to help kids find out if they like having a 1-on-1 coach.
 - v. Girls Hockey Camp will be offered again this year starting November 13th, running every other Sunday in Grafton. Other Sundays will be in Park River.
- V. Old Business:
 - A. Centennial Center Summer Roof Project
Centennial Center roof project was discussed earlier in the meeting.
- VI. New Business: (nothing to report)
- VII. Public Comments: No additional comments.
- VIII. Adjournment: Motion made by Todd and second by Scott, motion passed.