



Wednesday, August 9<sup>th</sup>, 2017  
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 Brad Burianek at 5:15 PM
- II. Board Members Present:
  - A. Board Members Present: Brad Burianek, Scott Hills, Cory Burns, Todd Story, Ryer Stark.
  - B. Staff Present: Bill Dahl, Mike Steinfeldt, Matt Oppegard, Dean Feltman
- III. Brad asked if there were any additions or deletions to the agenda. Matt added Aflac proposal to the Business Manager Report. Bill added the Grafton Youth Hockey and Grafton High School Centennial Center rental contracts to the Director's Report.
- IV. Brad asked for an approval of the minutes from the July 12<sup>th</sup> board meeting. Motion by Ryer and seconded by Todd, motion passed all approved. Brad asked for a motion for the authorization of expenditures as listed. Motion by Scott and second by Ryer, motion passed all approved to pay bills as listed. The July bank statement report was issued for the boards review.
- V. Reports:
  - A. Director
    1. Arenas
      - i. Bill reported that the foundation is being dug by Kilmer Excavating. Once the foundation is dug and the plumbing is ruffed in, then APA will poor the concrete. Steel is scheduled to come in late August or early September.
      - ii. The old ice plant will start being removed next week. Midwest Refrigeration reclaimed 1,500 lbs of R134A from the original ice plant system. The new ice plant will arrive at the end of September.
      - iii. The Youth Hockey and Grafton High School Centennial Center rental agreements have been signed. Both agreements are for 1 year at the 2016-2017 rates. Grafton Parks & Recreation will renegotiate the rental rates over the summer of 2018.
    2. Parks
      - i. Bill informed the board that the FEMA Kickoff Meeting was July 26<sup>th</sup>. Matt registered the Grafton Park Board with the FEMA online portal. Bill and Matt attended a FEMA conference call and started to upload the information that was outlined during the conference call. All projects are 100% complete except for the park trails.
      - ii. Bill reported that there still have been zero bids submitted for shingling the rental house roof. Bids were submitted for installing A/C into the rental house. The Board elected to accept the bid from Wayne's Heating & Cooling.
    3. Campground:
      - i. Bill reported that the camping season is going well with another busy weekend in the campground. Pool was filled with customers from the campground.
    4. Athletic Fields:

- i. Bill informed the Board that only 1 bid was received for the Complex bathroom project. The board elected to set a deadline to receive any additional bids for the Complex bathroom. If no other bids are received, then the board agreed to accept the bid from Kutz O'Brian.
      - ii. Bill informed the board that the Grafton Community Foundation has awarded a \$5,000 grant to be used for the construction of the South Complex Dugouts. The dugout construction will start after the Men's & Women's Softball Leagues are finished. The Park Board extended a thank you to the Grafton Community Foundation for their generous donation.
    - 5. Pool:
      - i. Bill informed the board that last weekend a lifeguard did her job and kicked a customer out of the pool for having outside food. Bill had to get involved due to the customer refusing to leave. No outside food has been a rule at the pool all season since it is a requirement by the health department. The lifeguards will continue to enforce the no food policy.
      - ii. The seal in the pool pump failed, so the park staff replaced the pump with a new one that was purchased at the beginning of the pool season.
      - iii. Park staff will hard line the pool slides into the pump system. Plumbing the slides into the pump system will help keep the water level consistent throughout the day and should save on heating costs.
      - iv. The countdown to the last day of the pool is underway on Facebook. The final day of the 2017 pool season will be Sunday, August 20<sup>th</sup>.
    - 6. Elmwood: (nothing to report)
  - B. Business Manager
    - i. Matt informed the board that Aflac has contacted him about coverage options. The board agreed to allow the employees to decide if they want to sign up for their insurance.
    - ii. Matt presented a finalized 2018 Budget to the board. The board reviewed the 2018 Budget. Scott made a motion to approve the 2018 budget, seconded by Todd. All approved the 2018 budget. The second reading of the budget will be at the next Park Board Meeting held on Wednesday, September 13<sup>th</sup> at 5:15pm.
  - C. Recreations Manager
    - i. Mike reported that the Elmwood received a \$7,800 riparian grant is for the land adjacent to the river on the northeast section of the Elmwood property. The grant will be used for trails and restoration of the floodplain area. The deadline to complete the improvements is June 2018.
    - ii. Mike reported that summer programs are coming to a close with the Gymnastics Camp with 35 registrations and Soccer Camp with 25 registrations.
    - iii. Mike reported that Fall/Winter Gymnastics will start October 10<sup>th</sup> and Figure Skating will start in mid-October.
    - iv. Mike reported that Grafton Parks & Recreation was contacted by the Collette Center for gymnastics equipment that they were looking to sell. A deal was made for all of the equipment that the instructor selected for \$200.
- VI. Old Business:
  - VII. New Business:
  - VIII. Public Comments: No additional comments.
  - IX. Adjournment: Motion made by Ryer and second by Todd, motion passed all approved.