



Wednesday, September 13th, 2017
Grafton Parks & Recreation Board Room
715 West 5th 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, Ryer Stark.
 - B. Board Members Absent: Todd Story
 - C. Staff Present: Bill Dahl, Mike Steinfeldt, Matt Oppegard, Dean Feltman
- III. Brad asked if there were any additions or deletions to the agenda. There were no additions or deletions to the agenda.
- IV. Brad asked for an approval of the minutes from the August 9th board meeting and the August 29th Facility Committee Meeting. Scott made a motion to approve the minutes. Ryer seconded, motion passed all approved. Brad asked for a motion for the authorization of expenditures as listed. Motion by Ryer and second by Cory, motion passed all approved to pay bills as listed. The August bank statement report was issued for the boards review.
- V. Reports:
 - A. Director
 1. Arenas
 - i. Bill reported that the construction committee meet with Pastorek Construction and Hepper Olson Architects to pick interior colors and exterior brick colors. Interior colors were decided to be gray/charcoal hews and the brick color will match the windows. The front lobby construction is still scheduled to finish November 1st. Another meeting will be held next week to decide bathroom partition and tile colors.
 - ii. Lunseth Plumbing was in last week and removed the ice plant brine pump and pipes. Pastorek Construction are scheduled to remove the compressors and place them on pallets. Brainerd Compressor Inc is still interested in just the compressors as long as they can get their shipping costs in line. The brine was sampled by Midwest Refrigeration and found to be very dirty. Midwest Refrigeration suggested installing a brine filter onto the new ice plant plumbing system for \$2,700. Bill asked the board for approval to order the brine filter. The Board approved the use of the R-22 credit to purchase the brine filter system and extra filter cartridges.
 - iii. The ice plant rack is scheduled to come in on September 23rd and installed on September 25th. The ice plant is scheduled to be operational on September 29th. The trail system is the only thing holding up the progress of the FEMA flood reimbursements.
 2. Parks
 - i. Bill informed the board that everything has been submitted and resubmitted into the FEMA Portal. The final timesheet breakdown with FEMA's equipment rate has been submitted. Bill estimated that FEMA should be done with their process in the next month.
 3. Campground:

- i. Bill reported that the campground revenue is up this year over last year. Largest increases were seen in firewood and cabin rentals.
 - 4. Athletic Fields:
 - i. Bill informed the Board that the dugouts are framed and should be completed within the next couple of weeks.
 - ii. Bill informed the Board that Kutz O'Brian roughed in the plumbing in the complex bathroom. Park staff is waiting for a rainy day to start framing the bathroom wall. The plumbing project went over the estimate due to the original plumbing that was installed 4'-5' below the cement and took a bigger hole to tie in the new plumbing.
 - 5. Pool:
 - i. Bill informed the board that the pool and all equipment are drained and set for winterizing.
 - 6. Elmwood:
 - i. Bill informed the board that the Elmwood tables have been put away in storage and mowing has slowed down for the fall.
- B. Business Manager
 - i. Matt presented a finalized 2018 Budget to the board for the second reading. The board reviewed the 2018 Budget. Ryer made a motion to approve the second reading of the 2018 budget, seconded by Cory. All approved the 2018 budget. Matt will drop a copy of the budget off at City Hall and the Walsh County Auditor's Office.
 - ii. Matt asked for the Board's approval to take a total of \$75,000 of funds that have been previously budgeted from past years for the pool liner, Centennial Center roof, and Centennial Center ice plant projects and open up three \$25,000 Certificates of Deposit. Matt explained that this would be the safest and most economical way to lock in the funds to reimburse the Walsh County JDA and Grafton Economic Development Foundation for their buy down on the Centennial Center FlexPACE loan also lock in the best rates for funds that will be needed a few years down the line. The Board approved the purchase of 3 \$25,000 Certificates of Deposit as long as the rates are comparable.
- C. Recreations Manager
 - i. Mike reported that Fall/Winter Gymnastics will start October 10th and October 12th. This year there will be classes on Tuesday and Thursday's to relieve some of the conflicts that arose last year in the youngest ages that wanted to also sign up for Figure Skating. This year there will also be a Parent & Toddler class that will satisfy the demand for programing for 2-3 year olds.
 - ii. The 8th Annual Fall Hockey Camp is set to start October 9th with 11 registered so far. Scott Robideaux has agreed to be paid 40% of gross receipts. Scott has been in contact with Grand Forks, Hallock, Manville, and other surrounding communities. Mike reported that he had sent flyers to all of the area schools.
 - iii. Figure Skating will start in November with Private Advanced starting mid-October.
- VI. Old Business:
- VII. New Business:
- VIII. Public Comments: No additional comments.
- IX. Adjournment: Motion made by Cory and second by Ryer, motion passed all approved.