



Wednesday, January 10th, 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
 - D. Media Present: Amy Venn
- III. Brad asked if there were any additions or deletions to the agenda. No additions or deletions were made to the agenda.
- IV. Brad asked for an approval of the minutes from the December 13th board 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 Cory and second by Scott, motion passed all approved to pay bills as listed. The December bank statement report was issued for the boards review.
- V. Reports:
 - A. Director
 1. Arenas
 - i. Bill reported that a construction meeting was held for the Centennial Center project at Pastorek Construction's office. Members from the Grafton Park Board, Blue Line Club, Hepper-Olson Architects, and Pastorek Construction were present. Issues discussed were the Kilmer Excavating bill, outstanding change orders, freezing pipes in concession area, and Pastorek Construction's poor attention to detail in finishing touches. Darrel Pastorek asked that he and Mike Kilmer meet and discuss a resolution to the water and sewer bill. Suggested was that Grafton Parks and Recreation, Blue Line Club, Kilmer Excavating, and Pastorek Construction all share the expense of the bill. Change orders totaling \$11,000 were approved and additional credits to be considered at the next meeting were presented by Bill. Pastorek Construction will fix the caulking and touchup missed items as soon as possible. The canopy will be finished once temperatures return to above freezing when the special clips for the seamless steel system can be installed without breaking. Pastorek Construction will contact Custom Air to fix the freezing issue in the exterior concession wall. Improvements have been made, but no resolution has been found. Another construction closeout meeting was scheduled for January 31st at the Centennial Center when the project is expected to be completed.
 - ii. Bill reported that the Centennial Center Key Fob system will be installed and operational on Thursday of this week, but not expected with poor weather conditions predicted for that day.
 - iii. Bill reported that the Lobby Ad/Sponsorship signs have been changed from plastic acrylic material to a canvas print. The board agreed that they look

nicer and also have a sound reduction quality that is needed in the new Lobby.

- iv. Bill reported that he had been in contact with RealIce to discuss the price to purchase their system that would allow for cold water floods, which will reduce utility expenses. The cost of the system is \$28,000, which is too high to consider. RealIce provided information for the North Dakota State Energy Program grant. The grant would reduce the cost of the system down to \$6,000. Matt will apply for the grant using the energy consumption study provided by the RealIce company. The grant will be awarded sometime this summer.

2. Parks

- i. Bill informed the board that Grafton Parks & Recreation has received the FEMA reimbursement checks for a total of \$9,000. Park staff have until July 12th to repair the trails.

3. Campground:

- i. Bill informed the board that he has been in contact with Gladen Construction, who have been awarded the diversion project bid. Gladen is looking for 30 camp sites for the 2018 construction season. Bill and Matt reviewed the campground reservations that have been made for the 2018 season and came up with 25 available sites. Bill contacted Gladen with information about the 25 available sites. Gladen will get back to Bill at the end of the month.

4. Athletic Fields: (Nothing to Report)

5. Pool: (Nothing to Report)

6. Elmwood: (Nothing to Report)

B. Business Manager

- i. Matt informed the board that terms are up for 3 board members. Information on how to be added to June's election ballot was presented to the board.
- ii. Matt informed the board that the Grafton Parks & Recreation website has been changed. Matt asked the board to review the new site and suggest possible edits to be made to the site.

C. Recreations Manager

- i. Mike reported that the Winter Parent and Toddler Gymnastics started on Tuesday. The Winter Parent and Toddler session had to be capped at 22, which is 7 more participants. The 1st Gymnastics performance was on December 21st at the high school basketball game. Mike has received a lot of compliments from the gymnastics performance. The next gymnastics performance has been scheduled for Tuesday, February 6th and the final performance will be held at the end of February.
- ii. Mike informed the board that the Holiday Open House was attended by over 30 people. Many enjoyed skating on the new outdoor skating rink at Leistikow Park.
- iii. The Figure Skating pizza fundraiser raised \$1,200 for new costumes for the Skating Show. The private advance group have a calendar draw available to help fund their competitions. The Figure Skating Show is scheduled for March 17th & 18th.
- iv. Mike informed the board that Public Skating events have been going well. So far, Public Skating admissions and skate rentals are up \$100 over last year.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

- i. Amy asked if Leistikow Park Campground charges lodging tax. Matt replied that we do not charge lodging tax, but thought that it may do with being a non-profit government taxing entity. Bill explained his concern that if lodging tax was added then seasonal campers and express personnel would look elsewhere to camp. The topic was discussed and the board agreed that Matt needed to do more research as to if lodging tax needed to be assessed or if the Leistikow Park Campground is exempt from the tax.

IX. Adjournment: Motion made by Ryer and second by Scott, motion passed all approved. Meeting was adjourned at 6:00pm.