



Monday, February 12th, 2018
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. Matt explained that the Parks category would be first in the Director's Report.
- IV. Brad asked for an approval of the minutes from the January 10th board meeting. Ryer made a motion to approve the minutes. Scott 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 January bank statement report was issued for the boards review.
- V. Reports:
 - A. Director
 1. Parks
 - i. Bill informed the board that Grafton Parks & Recreation had received a mower trade quote from True North Equipment for a total of \$4,000 after trade. Bill explained that there is an airless tire option that normally would cost \$600, but True North would cover half of the cost to get a set out in the area. The board discussed the features of the airless tires. Cory made a motion to order the new mower with the airless tires for a total cost of \$4,300. Todd seconded the motion, all approved.
 - ii. Bill reported that he was working on a corn maze/pumpkin patch for the fall of 2018. A map, maze hours, events, and sponsors were presented to the board. The board brought up concerns of staffing. Bill explained staffing is an issue that would need to be addressed.
 - iii. Bill informed the board that the final check was received from FEMA. Park staff have until July 12th to repair the trails or the amount of the last check would be refunded.
 2. Arenas
 - i. Bill reported that a construction meeting for the Centennial Center project was held at the Centennial Center Lobby. Members from the Grafton Park Board, Blue Line Club, Hepper-Olson Architects, and Pastorek Construction were present. The additional credits for change orders were discussed. Bobbi Hepper-Olson is acting as a mediator to come up with the best solution for all parties. The 5% bond will be withheld until the change order credits are resolved. The board asked if the lobby project is completed yet. Bill explained that the project is not completed and listed everything that is still incomplete.

- ii. Bill reported that the North Dakota State Energy Program grant for the REALice system has been submitted and Matt will hear back early to mid-summer if Grafton Parks & Recreation is awarded the grant.
 - 3. Campground:
 - i. Bill informed the board that he had sent an information packet, including a new campground brochure that Mike made, to Gladen Construction. Days after mailing the packet, Gladen called to reserve 25 sites.
 - ii. Bill presented the new brochure that Mike made to the board. The board agreed that it was a good addition to our campground advertising.
 - 4. Athletic Fields: (Nothing to Report)
 - 5. Pool:
 - i. Brad asked about the pool manager and how much involvement she will have this year. Matt explained that Santana will be certified through the lifeguarding and water safety instructor classes. With the 2 certifications she will be able to be scheduled to lifeguard and run swimming lessons.
 - 6. Elmwood: (Nothing to Report)
- B. Business Manager
 - i. Matt asked if all the board members had a chance to look through the policy manual and if there were any additional changes that need to be made to the policy manual. The board had reviewed the policy manual and did not have any additional changes that needed to be made. Ryer made a motion to approve the policy manual updated January 2018. Todd seconded the motion, all approved the changes to the manual.
 - ii. Matt presented the 2017 profit/loss report to the board. Matt explained that 2017 ended with a net income of \$13,000. Matt advised the board to earmark the excess funds to the Centennial Center to cover any additional change orders or invoices that maybe presented before the project is over. Todd made a motion to earmark the excess funds to the Centennial Center projects. Ryer seconded the motion, all approved.
- C. Recreations Manager
 - i. Mike reported that the final Gymnastics performance was Tuesday, February 6th. Parents are pleased with the improvements their kids are making. Pizzas and prizes from the Country Smokehouse still need to be delivered. Delivery was delayed due to Country Smokehouse moving to a new location.
 - ii. Todd suggested that Simonson's may have a fundraiser opportunity for their deli. Todd will do more research about that and Mike suggested that the Simonson's fundraiser could be for any of our programs, which are always looking for other fundraising possibilities.
 - iii. Figure Skating Show will be March 17th and 18th. Costumes will be handed out this week. This year's theme will be Magic, Monsters, & Make Believe.
 - iv. Mike informed the board that the last public skating event was poorly attended with 4 skaters. The last public skating will be held on Sunday, February 17th.
- VI. Old Business:
- VII. New Business:
- VIII. Public Comments:
- IX. Adjournment: Motion made by Cory and second by Ryer, motion passed all approved. Meeting was adjourned at 6:08pm.