



Wednesday, December 9<sup>th</sup>, 2020  
Grafton City Hall – Council Chambers  
5 East 4<sup>th</sup> Street  
Grafton, ND 58237  
5:15 p.m.

**Minutes:**

- I. Call to Order by Ryer Stark at 5:15 PM
- II. Board Members Present:
  - A. Board Members Present: Ryer Stark, Scott Hills, Cory Burns, Jessica Tanke, Jon Jelinek
  - B. Staff Present: Bill Dahl, Matt Opegard, Todd Janikowski
- III. Ryer asked if there were any additions or deletions to the agenda. No changes were made.
- IV. Ryer asked for an approval of the minutes from the November 11<sup>th</sup> Park Board Meeting, November 17<sup>th</sup> Facility Committee Meeting, and December 9<sup>th</sup> Personnel Committee Meeting. Jess made a motion to approve the minutes from all three meetings. Jon seconded, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Cory made a motion to approve the expenditures. Seconded by Scott, motion passed all approved to pay bills as listed. A copy of the November bank statement report was presented to the board for review.
- V. Reports:
  - A. Recreation Report
    - i. Matt reported that there has been no new updates from the city for the reopening of the Armory. The plan is to still have a complete gymnastics season even if it doesn't start until February. Jess Monette is checking her calendar for any conflicts and will get back to Matt.
    - ii. Figure Skating restarted on Tuesday, December 1<sup>st</sup> and now has 38 registered for the program. Jess asked if there were anyone asking for refunds for the 2 lessons they missed due to the Governor's executive order. Matt explained that there was one and he responded that there are 4 Sunday lessons in December that will make up the 2 lessons missed and 2 hockey games scheduled for Tuesday's.
    - iii. Learn to Skate Hockey started December 6<sup>th</sup> and now has 17 registered for the program.
  - B. Director
    1. Parks
      - i. Bill presented mower quotes for a Z955R with a rear discharge mower deck and for a Z950R with a side discharge mower deck. There is a \$1,000 difference between the mowers and both came in under the budgeted amount. The board discussed the options. Cory made a motion to purchase the Z955R with the rear discharge mower deck. Jess seconded the motion, motion passed all approved.
      - ii. Scott asked about a time line for the outdoor rinks. Bill explained that the weather has been too warm, but the upcoming forecast looks promising. Todd mentioned that they were planning on starting to put water down on Friday as long as next week's forecast does not change. The board discussed acquiring plastic liners and Todd will look into if he can get a used beet tarp.

2. Campground:
    - i. Matt reviewed the campground section of the profit/loss with the board. The campground net income is down \$4,600 compared to this time last year. Bill explained that we are expecting a few more expenses to come in that will bring this year's net income down a little more.
  3. Pool: (nothing to report)
  4. Athletic Fields: (nothing to report)
  5. Arenas
    - i. Executive order 2020-43.1 allowed practices to resume with extra precautions. Bill explained that Governor Burgum is set to speak today and Grafton Parks will follow any guidelines that are announced.
    - ii. The loft furnace and equipment room furnace both quit working at the same time. Todd tested the furnaces and ordered new computer boards. Both furnaces worked with new boards. There may have been a power surge that caused both computer boards to fail.
    - iii. Todd noticed that the heat reclaim was not pushing out any heat. Midwest Refrigeration found that the heat reclaim valves were bad. They replaced both valves and now the heat reclaim is able to heat the building with no help from the co-ray-vac. Todd plans on only using the heat reclaim to heat the Centennial Center arena.
    - iv. Bill explained that with the locker rooms not being used, the park staff have taken the opportunity to paint the locker rooms and do any repairs needed.
  6. Elmwood:
    - i. Elmwood is not accepting reservations due to the spiking numbers in Covid-19.
- C. Business Manager
- i. Matt presented the recommendation from the personnel committee for the step increase in Full Time employee salaries. Jon made a motion to accept the personnel committee's recommendation. Jess seconded the motion, motion passed with a nay vote from Scott.
  - ii. Matt presented a year-to-date profit/loss to the board. Net income is higher than last year. Bill explained that there are still expenses that will occur between now and year-end. He also mentioned that there were projects that were budgeted for that were not completed this year that will need to be taken into account when reviewing the final year-end report in January.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

IX. Adjournment: Jon made a motion to adjourn the meeting. Cory seconded the motion, motion passed all approved. Meeting was adjourned at 6:00 pm.