



Wednesday, February 12<sup>th</sup>, 2020  
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 Ryer Stark at 5:17 PM
- II. Board Members Present:
  - A. Board Members Present: Ryer Stark, Scott Hills, Cory Burns, Todd Storey, Jessica Tanke
  - B. Staff Present: Bill Dahl, Matt Oppegard, Keith Blattenbauer
  - C. Media Present: Todd Morgan
- 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 January 8<sup>th</sup> Park Board Meeting. Jess made a motion to approve the minutes from the January Board Meeting. Scott 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 Todd, motion passed all approved to pay bills as listed. The January bank statement report was issued for the board to review.
- V. A group of mothers (Kristi Olson, Kristina Peterson, Amber Osowski, & Allison Muhonen) presented their dream of having an indoor play facility. Currently in the planning stage, they would like a playground that would accommodate children ages 2 – 10 years of age. They envision party/meeting rooms for rent and a space for gymnastics. Their examples of other indoor play facilities ranged from 1<sup>st</sup> Seasons at the Purpur Arena in Grand Forks, ND to the Children’s Museum of Southern Minnesota in Mankato. They listed a couple of empty buildings in town that would be large enough to house the proposed facility. They listed ideas to generate revenue to cover a list of expenses. Suggested facility hours were mid-afternoon to evening 7 days a week. They asked the Park Board for feedback. After discussion the board thanked them for their presentation and will get back to them after further discussions. Grafton Parks & Recreation will look into the buildings that were discussed in the presentation to gauge short-term viability.
- VI. Reports:
  - A. Recreation Manager
    - i. Keith reported that late January there was a meeting with the Grafton High School to discuss the possibility of developing an 18U girls’ hockey team. Two high school juniors are trying to develop the team for next season. The high school said that they would not sanction the girls’ team for 5 years. Keith explained the costs associated with ice time and the need to find coaches for the team. Keith will update the board if a team is developed for the 2020-2021 season.
    - ii. Keith reminded the board that the Bags Tournament is Saturday (02/15/20) at the Last Chance Bar & Grill. Registrations start at Noon and play begins at 12:30pm. Currently there are 4 teams signed up. Jess will work on getting more teams.
    - iii. Gymnastics will put on a free performance at the Armory next Saturday (02/22/20). The Gymnastics & Figure Skating Raffle drawing will take place after the performance.

- iv. Keith checked with Baseball Tomorrow and found that they have started to take applications from organizations that have previously been awarded the grant. Grafton Parks & Recreation received the Baseball Tomorrow Grant to build the Chandler Fields. Keith will submit a portion of the 8<sup>th</sup> Street Diamond Project to Baseball Tomorrow.
- B. Director
1. Parks
    - i. Bill reported that the furnace in the Schumacher Park Warming House is installed and working. Todd Janikowski turned the power off to the floor heat last week.
    - ii. A new security camera system was installed at Schumacher Park. The new system will monitor the grounds from 7 different locations.
    - iii. Bill presented the True North bid for a new Z950 lawnmower for \$4,000 with the 2017 Z950 trade. Scott asked if the price included Tweel tires. Bill explained that it did not and that the park staff did not like the Tweel tires from the 2018 Z950 mower. The Board agreed to move forward with the purchase of the 2020 Z950 mower.
    - iv. Bill reported that he has received commitments from sponsors for the 2020 Grafton Corn Maze. True North will donate the set up the GPS equipment onto the parks mower, Simplot will donate the fertilizer and application onto the field, Hefty will donate the seed, and SM Rudnick Farms will donate the planting and harvesting of the field.
  2. Campground: (nothing to report)
  3. Pool: (Nothing to Report)
  4. Athletic Fields:
    - i. Bill presented the 8<sup>th</sup> Street Diamond Project to the board. Grafton does not have a field that can accommodate multi-levels of play as described by Cal Ripken rules. Grafton Parks & Recreation deals with scheduling conflicts throughout the baseball season. Updating the 8<sup>th</sup> Street Ball Diamond will make the field more versatile to house 8U to 12U baseball opening room at other fields so they can be utilized more efficiently. Phase 1 of the project is estimated to cost \$59,104 and includes new fencing, backstop, ballfield lime, portable pitching mound, bases, ADA sidewalks, and gravel parking area just off of 9<sup>th</sup> street by the outfield fence. Phase 1 of the project will be submitted to the Land Water Conservation Fund Grant. The board approved the funding needed after reviewing the 2019 Profit/Loss in Section C of these minutes.
  5. Arenas
    - i. Bill reported that the east overhead door opener is installed and working.
    - ii. Grafton Parks & Recreation had been receiving complaints about the poor cell signal strength inside the Centennial Center during high school hockey games. Bill had made test calls from different location inside the facility with no issues. Started to look into replacing the cell signal booster and found that someone had unplugged it. Plugged it back in and had no complaints after the last high school hockey game.
    - iii. While testing the cell signal strength, Bill found that the WiFi from the old router would not consistently broadcast a signal. Matt purchased and installed a new router. The upgraded router is working great throughout the main arena.
    - iv. The Blue Line Club approached Grafton Parks & Recreation asking about the need for a new scoreboard in the Centennial Center. Bill explained that there were lightbulbs that had burnt out on the current scoreboard that got the community worried that it was failing. Todd Janikowski replaced the burnt out lightbulbs and the scoreboard is working well again. Todd mentioned that there are a few more bulbs to replace that he will do in the next couple of weeks. Bill mentioned that if either of the slave drives in the scoreboard go

out then a new scoreboard will be needed. The board agreed to start a fund for the new scoreboard so they are ready for to replace it when needed.

- v. Cory asked about the condenser that was still at the Winter Sports Center. Bill explained that there is no value in the old condenser or compressor that are still in the Winter Sports Center. However, the header would be of value to the Park Board.

6. Elmwood: (nothing to report)

C. Business Manager

- i. Matt reminded the Park Board that the election is to be held on June 9<sup>th</sup>. Ballot submission deadline is April 6<sup>th</sup> and 51 signatures will be needed at time of submission to City Hall.
- ii. Scott asked that the board review the board pay policy. Matt reviewed all of the policy manuals dated back to 2008 and found that there is no mention of board pay. Matt found the formula that is used for the Park Board budget that is within the budget notes. Scott explained that it is not right that the board members receive a lump sum just for being on the board. Scott mentioned other boards that only receive payment if members attend the meeting. Scott recommended that each board member should receive \$50 for each monthly board meeting that they attend and \$20 of each committee meeting they attend. Matt asked if the board wanted to do that or allow for board members to miss 2 meetings annually before deducting \$50 for each meeting missed since there are 2 committee meetings that will happen every year. The board discussed the 2 options. Scott made a motion to adopt a policy stating each Grafton Park Board Member shall receive \$50 for each monthly board meeting that they attend and \$20 for each committee meeting that they attend. If a board member misses a meeting they receive no compensation. Cory seconded the motion. Motion passed all approved.
- iii. Matt was contacted by Loffler for a multi-function printer quote. Loffler came in at \$500 more expensive then the estimated cost to purchase a new machine and \$2,958.60 less than Advanced Business Methods. After discussion, the board agreed to approve the Loffler lease and explained that \$100 per year insurance policy is cheap for a machine worth more than \$3,000.
- iv. Matt presented the 2019 Profit/Loss report to the board. Matt let the board review the report and explained that the Grafton Park Board received \$858,467 in revenue and had total expenditures of \$814,698 for a total net income of \$43,769. Bill explained that the 2020 Budget already had \$10,000 allocated to the 8<sup>th</sup> Street Ball Diamond Project and allocating \$20,000 from the net income would cover the Park Board's portion of the Land Water Conservation Fund Grant of \$30,000. Bill also explained that there were \$8,000 worth of projects that were not completed that were budgeted for in 2019 and the campground needs maintenance items and cabins need improvements that would total \$10,000. Bill explained that \$5,768.59 is left to be allocated. The board discussed the projects and Centennial Center scoreboard. Scott made a motion to allocate \$20,000 to the 8<sup>th</sup> Street Diamond Project, \$10,000 to the campground maintenance/updates, \$5,768.59 to the Arenas Fund for a new scoreboard, and \$8,000 to the projects that were budgeted for in 2019, but not completed. Cory seconded the motion. Motion passed all approved.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

IX. Adjournment: Motion made by Todd, seconded by Jess to adjourn the meeting. Motion passed all approved. Meeting was adjourned at 6:34 pm.