



Wednesday, December 10th, 2025
Grafton Park Board Room
715 West 5th Street
Grafton, ND 58237
5:15 p.m.

Minutes:

- I. Call to Order by Scott Hills at 5:15 PM
- II. Board Members Present:
 - A. Board Members Present: Scott Hills, Cory Burns, Jon Jelinek, Darrin Wollitz
 - B. Board Members Absent: Kristi Olson
 - C. Staff Present: William Dahl, Matt Oppegard
 - D. Media Present: Todd Morgan
- III. Scott asked if there were any additions or deletions to the agenda. Jon added Donations to the Parks section of the Director's Report.
- IV. Scott asked for approval of the minutes from the November Park Board Meeting held on 11/12/2025. Cory made a motion to approve the minutes from the November Park Board Meeting. Seconded by Darrin, the motion passed all approved.
- V. Scott asked for a motion for the authorization of expenditures as listed. Jon made a motion to approve the expenditures as listed. Seconded by Darrin, the motion passed all approved to pay bills.
- VI. Matt presented the September bank statement report for the board to review.
- VII. Reports:
 - A. Recreation Manager
 - i. Matt reported that the Candlelight Hike will be on Saturday, January 3rd with a backup date of Saturday, January 10th in case of inclement weather. The Gymnastics parents will run the event. All proceeds will go to the Gymnastics program.
 - ii. The Grafton Learn-to-Skate Competition will take place on Sunday, January 25th. The deadline to sign up for the competition is Monday, December 15th. Scott asked how this year's registrations compare to last year. Matt explained that registrations are roughly the same as last year, but maybe a little down. Bill explained that Caylee Tibert's experience is that most parents sign their kids up at the last minute for competitions.
 - iii. Holiday Break Public Skate dates are December 22nd, 23rd, 26th, 29th, 30th, 31st, January 1st, & 2nd. 1pm-3pm \$2 admission.
 - B. Director
 1. Parks
 - i. Bill reported that the City of Grafton approved a split purchase of a soil conditioner that will be used by park staff to maintain campground and park's gravel roads. The city will use the conditioner to maintain the city's alleyways. The city will cover 2/3 of the cost and the Park Board will cover 1/3 of the cost of purchase which comes to about \$4,000. The Park Board will also cover 1/3 of the maintenance costs for the conditioner. Bill explained that the soil conditioner will save the Park Board money since the gravel

roads can be conditioned rather than paying for truckloads of gravel to fill the potholes.

- ii. Bill shared a photo of the completed Leistikow Park Trail Bridge. The Park Board will hold back \$3,000 for bank work that will need to be completed this spring with the soil thaws. The new bridge is longer and wider than the previous flatbed trailer that was modified into a bridge. The new bridge has a 5-ton rating, 40' long, and 10' wide with railings on both sides.
- iii. Bill reported that he submitted 2 grants to the Grafton Community Foundation. One for the Park Board for a new admission hut at the Corn Maze entrance and one for the Historic Elmwood Board for an outdoor patio that will be used to attract more outdoor rentals at the Elmwood House. Both the Park Board and the Historic Elmwood grants were approved. The new admission shed will be ordered this spring since the existing admission hut will be needed for the Candlelight Hike. The Elmwood outdoor patio will be installed this spring to be completed by the end of May 2026.
- iv. The outdoor ice rinks are being flooded, but yesterday's snowfall will delay the next flood until Friday.
- v. The light in the park has been going well. The Park Board extended a thank you to the city street department for keeping the park road clear for the event. The Park Board is impressed with this year's display.
- vi. Gerald Novak contacted Jon explaining that he had been trying to donate to the Park Board, but felt rejected when he contacted the parks office. Bill explained that anyone in the office should be very receptive of anyone wanting to donate to the Park Board or Foundation. Matt asked for his contact information so he could follow up with him. Anyone looking to donate to the parks for anything should contact Bill or Matt at the parks office.

2. Campground:

- i. Bill shared a profit/loss report with the Park Board. Cabin revenue was up from last year and overall the net income is down, but Bill pointed out that there was a reimbursement that came in last year for the Cabin 7 grant.
- ii. Bill reported that we are waiting for the electrical rough in to be completed for cabin 9. Once that is completed then the insulation can be installed and plumbing work can resume. Bill mentioned that he has been working on plans for Cabin 10 and will present that to the board next month.

3. Pool:

- i. Bill presented the latest pool block plans from KLJ Engineering, the pool builders, and the architect that shows the new pool in relation of the existing pool. KLJ also included an estimate for the new pool build as presented in the latest block plan. The new pool is estimated to cost \$5.5 million. Bill explained that Jon Markenson is confident that the pool house building cost may be overestimated by about \$300,000. Bill also mentioned other ways that the estimated cost could be trimmed down if needed.
- ii. Bill presented the Resolution for the Rual Catalyst Grant. Matt explained that the City of Grafton approved the resolution at the City Council meeting on Monday. Scott asked for a motion to approve the resolution for the Rual Catalyst Grant. Darrin recused himself due to the conflict of interest due to being on City Council and voting in favor of the resolution on Monday. Jon made a motion to approve the resolution for the Rual Catalyst Grant. Cory seconded the motion, motion passed all approved. Bill will work with Kristi Wilfahrt to have the grant application submitted by the January 7th deadline.

4. Arenas:

- i. Bill reported that the Co-Ray-Vac has stopped working again. The system is original to the building and was fully repaired before last hockey season. Bill will see what other options are available to be installed in the heat reclaim ducting that would be able to heat when the ice plant is off or not producing enough heat through the reclaim.
- ii. The ice plant started to short cycle the compressors again when both zones of the heat reclaim were operating. The refrigerant gets trapped causing the cooling system refrigerant to be low causing the short cycle issue. DRI had another service call to refill the system with refrigerant then the issue came up again. Todd has been working with DRI and now has both heat reclaim zones working properly. Todd will continue to monitor the ice plant to make sure the short cycling issue does not return. The Centennial Center arena will be much more comfortable with the heat reclaim working as designed.
- iii. Bill explained that when the Centennial Center opened and the Border Blades figure skaters tried to use the sound system for their first practice they found that the sound system did not work. Bill contacted Russ Geddes to check the sound system over to see why it was not operational. Russ was the one who installed the current sound system in the Centennial Center back in 2007. Russ found that the amps were blown and were no longer operational. Russ got the sound system pieced together to work at a limited capacity until new components could be ordered and installed. Russ has checked the whole system and ran all new cat6 cable from the penalty box and speakers to the new server rack located in the Centennial Center office. Russ found multiple speakers as well as several components were blown. Bill explained that the new system will be all Bluetooth and external components such as a boombox will not be allowed since external components that have an internal amplifier cause the sound system amplifiers to be over amped causing damage to the amplifiers and speakers. Darrin shared what someone did at the Grafton Lutheran Church when they connected to the Bluetooth that they use for their live stream of church service. Matt explained that he has already voiced that concern with Russ and the final Bluetooth receiver will be password protected. Russ also mentioned that there might be 2 Bluetooth receivers with a kill switch that can cut the audio from either if an unauthorized connection happens. Russ will install 3 switches with illuminated power indicators outside the office that anyone can access to turn on each component of the system PA speakers, grandstand sound system, and ice level sound system. There will also be a master switch in the Centennial Center office that will turn the components in the locked server rack on and off that will also be accessed by an app that only park staff will have access to. Russ also found that the Centennial Center office was running off 1 breaker and has been working on resolving that issue so the office can handle the current and future electric workload. Bill explained that Russ is donating his time and has been taking vacation to be able to work on the sound system when nobody is on the ice. Russ is hoping to have the sound system fully operational by next Tuesday's home High School hockey game. The new sound system is being paid for by the Grafton Parks & Recreation Foundation's Figure Skating Fundraising fund.

5. Athletic Fields:

- i. Bill has been in contact with the surveyor from the Grand Forks KLJ Engineering office. They will have the 8th Street Diamond property line surveyed by the end of December.

6. Elmwood:

- i. Bill reported that the FlannelFest was a success. The Grafton Beautification Committee and the Historic Elmwood Board estimate that each group raised about \$10,000 each after expenses. The 2 groups are already planning for next year.

C. Business Manager:

- i. Matt presented an update for each of their funds and current CD balances.
- ii. Matt explained that this year's Giving Hearts Day goal will be to raise \$100,000. Kristi Wilfahrt has secured \$20,000 in match funds and has a couple more prospects that may commit to donating match funds. Matt asked the Park Board to allocate \$20,000 from the Park Board's pool fund to be used for the Giving Hearts Day match. Scott asked for a motion to approve \$20,000 allocation from the pool fund to be used for the 2026 Giving Hearts Day match. Darrin made the motion to approve the allocation of \$20,000 from the Park Board's pool fund to be used for the 2026 Giving Hearts Day match. Jon seconded the motion, motion passed all approved. Matt showed the board the first ad highlighting the splash play structure the Future Business Leaders of America (FBLA) students are working to fundraise towards. The FBLA students are planning a Giving Hearts Day fundraising event to promote early giving on Monday, February 2nd at the Centennial Center from 3pm-7pm. If the FBLA students are successful in reaching their \$100,000 goal, Matt has promised to do a snow angel in swim trunks and a t-shirt.

X. Old Business:

XI. New Business:

XII. Public Comments:

XIII. Adjournment: Scott asked for adjournment. Cory made a motion to adjourn the meeting. Jon seconded the motion, motion passed all approved. Meeting adjourned at 5:48 pm.