



Wednesday, July 9th, 2025  
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 Kristi Olson at 5:18 PM
- II. Board Members Present:
  - A. Board Members Present: Kristi Olson, Scott Hills, Cory Burns, Jon Jelinek, Darrin Wollitz
  - B. Staff Present: William Dahl, Matt Oppegard, Gabbi Holland
  - C. Media Present: Todd Morgan
  - D. Public Present: Kristi Wilfahrt
- III. Kristi asked if there were any additions or deletions to the agenda. Kristi added Chase Skate Park Equipment to the Parks section of the Directors Report.
- IV. Kristi asked for approval of the minutes from the June Park Board Meeting held on 06/10/2025. Jon made a motion to approve the minutes from the June Park Board Meeting. Seconded by Cory, the motion passed all approved. Kristi asked for approval of the minutes from the Budget Committee Meeting held on 06/30/2025. Cory made a motion to approve the minutes from the Budget Committee Meeting. Seconded by Scott, the motion passed all approved.
- V. Kristi asked for a motion for the authorization of expenditures as listed. Scott made a motion to approve the expenditures as listed. Seconded by Darrin, the motion passed all approved to pay bills.
- VI. Matt will present bank statement reports at the next Park Board meeting.
- VII. Reports:
  - A. Recreation Manager
    - i. Gabbi reported that session 2 swim lessons and summer gymnastics camp both started Monday, July 7<sup>th</sup>. All levels and groups are full.
    - ii. Creating Art, Making Projects (C.A.M.P.) starts next week. Both age groups are full.
    - iii. Pickleball Clinic registrations are online now. Plenty of room available. Gabbi will advertise it more on Facebook. Pickleball Clinic starts Monday, August 4<sup>th</sup>.
    - iv. Gabbi presented obstacle course structures that will be added to this year's Corn Maze next to the trail entrance where the zip-line was located. The estimated cost for materials is \$5,000. Gabbi explained that every year our goal is to add something new to the Corn Maze with the revenue generated by the sponsorships from local businesses.
    - v. Food trucks have been booked for each weekend of the corn maze. The Wok and Hanks Ice Cream Trucks will be at the Corn Maze the 1<sup>st</sup> weekend (09/06-09/07). Carve It the 2<sup>nd</sup> weekend (09/13-09/14) along with a small vendor weekend where local vendors can set up similar to the farmers market. That's A Wrap the 3<sup>rd</sup> weekend (09/20-09/21). Crave It the 4<sup>th</sup> weekend (09/27-09/28). Sap Sap the last weekend (10/04-10/05).
  - B. Director
    1. Parks

- i. Bill reported that the Leistikow Park Road repair is scheduled to begin in August.
- ii. Wheeler Lumber and KLJ are working on engineering the abutments for the new bridge. Once that is complete then bids will be requested for the installation of the abutments.
- iii. Bill reported that he will be submitting a request for the Grafton Community Foundation Annual Grant for the Leistikow Park Basketball Court for new basketball goalposts, backstops, and hoops. This year there is \$140,000 available to be awarded. Each grant can be awarded up to \$20,000. The grant opens for applications on August 1<sup>st</sup>.
- iv. Gabbi and Bill have been working on ideas to submit to the Destination Development Grant. Bill explained that it is a 50/50 match grant which limits the projects to \$40,000 since we do not have funds set aside for this grant. For a project to qualify it must be a new event or building that attracts visitors for an extended stay.
- v. Kristi Olson met with Dusty Gorder who wanted to bring the state of the skate park ramp to the board's attention. The ramp is dangerous and needs to be removed. Bill explained that park staff was unaware of the state of the skate park ramp and park staff will have it removed this week. Dusty gave Kristi ideas for replacing the existing equipment with mobile skate park equipment as an option with the uncertainty of the future of Chase Skate Park being the site of a new parking lot for the new county jail if it is built.
- vi. Gabbi received a phone call from Officer Todd with the Grafton Police Department explaining the city ordinance closing Leistikow Park at 11pm. Bill explained that he would like to order 4 signs stating the hours of Leistikow Park at each entrance and a dual sign along the road in the Earl's Haven shelter area. The Grafton Police Department will start enforcing the ordinance and the signs give them the ability to check on why people are in the park after 11pm. Bill explained that we will not be locking gates to close the park since that invited vandals into the park that caused a lot of issues. The board agreed that installing the signs will be beneficial for the law enforcement to better police the park late at night. Cory asked that the signs are hung on posts and not on trees.

## 2. Campground:

- i. Bill reported that working with Rob Flemming they were able to track down a bank that has a lean on the camper. Both the parks office or Rob Flemming's office were unable to contact the owners of the camper. Bill has been in contact with the bank and explained that we would not release the camper until we are paid for the site fee and the attorney fees that were charged dealing with this abandoned camper. The bank is working with a repo company that is working with a trucking company that will be retrieving the camper. The repo company is wiring the funds to the trucking company and the trucking company will pay with a check when picking up the camper. Bill explained that we will not release the camper until all the fees are paid that total \$1,750. The trucking company are working on getting a key to get into the camper to lift the jacks and move the slides in. The jacks and slides have not been retracted since it was parked in the site 5 years ago.
- ii. Bill shared the quote for Cabin 9 with the board. The campground has about \$48,000 in the campground capital fund which is enough to pay for another cabin. The price of the cabin shell did increase \$250 from last year, which now totals \$15,175. If the cabin is ordered now there is a 6-8 week lead time to when it will arrive in the campground. Scott asked if it would be handicap accessible. Bill explained that the park staff will install the steps and ramp just like cabin 7 & 8. Scott asked about the windows only being charged \$30.

Bill explained that the charge is just for the rough openings since the windows that come with the cabin shell are not up to fire code for a cabin. The park staff install windows that meet fire code. Darren made a motion to purchase Cabin 9 shell from Northland Sheds. Jon seconded the motion, motion passed all approved. Bill will get the cabin on order.

3. Pool:

- i. Bill reported that he received an email from Tanner Naastad with ICON Architectural Group notifying him of a Teams meeting with the group of contractors performing the assessment of the pool Tuesday, July 15<sup>th</sup> at 11am. Bill is assuming that after the Teams meeting that the assessment group will visit the pool to perform the onsite portion of the assessment.
- ii. Kristi Wilfahrt updated the Park Board that the Life Skills & Transition Center (LSTC) request for proposal closes tomorrow for their community assessment along with their assessment to right size the LSTC campus, which includes the Collette Fitness Center. The proposal also includes a request for community engagement. Kristi W. asked to keep the request for community engagement at the top of the Park Board's mind. There will be challenges along with opportunities for the pool and/or fitness center in this process. Kristi W. has tried to expand on the discussion of transparency, but she is finding it difficult to connect with certain board members. She explained the work that she does is with development and engagement with developers and key stakeholders that are not everyday people. There are guidelines and ethical issues involved with how much information she can share when dealing with sensitive information and public entities. Kristi W. explained that when she was first hired she was to develop relationships with partners and at the state level. Kristi W. explained that at least 1 of the board members did not realize that was she was doing and that was 1 of many breakdowns that occurred. Kristi W. suggested maybe hiring a 2/3 position for a Foundation Director that would shore up mailers, direct annual fundraising efforts, and position the Foundation Board to accept endowment gifts for the Park Board's facility. Kristi W. explained that youth hockey could be a part of the endowment efforts to help offset the increasing costs of running the Centennial Center and a second sheet when that is built. Kristi W. mentioned that there may be an opportunity for both the outdoor pool and the Collette Fitness Center. She sees a lot of opportunities with uniting and synergy that can find the right fit for Grafton. Bill asked if there are any questions for Kristi W. Scott mentioned that he does not have any questions until they see the results from ICON's pool assessment next month. Kristi W. mentioned that Bill and she have had discussions with local medical providers and with the passing of the "Big Beautiful Bill" that created uncertainty with Medicaid Cuts, which could cost hospitals more down the road. Relying on a medical partner for the Northeast Community Center is premature right now until they see how the new bill affects them. Kristi W. sees holes in the business plan. The business plan assumes that the Collette Fitness Center would be open in addition to the Northeast Community Center causing the membership to be lower since they would be in competition for the same members, but we see it as taking the place of the Collette Fitness Center so those memberships would most likely transfer over to the new facility. Kristi W. asked the board not to be scared of the bottom line that was presented in the business plan since that does not include the correct incomes. Kristi W. has developed a pros/cons list for each option of the pool that she could share with the Park Board if they would like. She does not to put any pressure on the board, but wants to help in any way that she can for whichever direction they decide to take.

4. Arenas:

- i. Bill reported that he still has not received word when Lunseth will repair the ice plant distribution hub leak. The last he heard was that they might get to it by the end of July, but may not get repaired until August.

5. Athletic Fields:

- i. Bill is still waiting for a price from KLJ for locates of the east property line of the 8<sup>th</sup> Street Diamond. Once we know the boundary then the property owners can be approached about anything that may be stored on the ballfield's property.

6. Elmwood:

- i. Bill will be submitting a request for the Grafton Community Foundation Annual Grant for an outdoor stamped concrete patio at Elmwood. The Elmwood Board would like to increase their outdoor space that would be more usable for outdoor rentals. The patio could be used for a shelter or gazebo with an outdoor grilling area. Bill is working with KLJ to rate the Elmwood bridge to see if it can handle a cement truck crossing it. That could change the scope of the project if a cement truck cannot cross. They would then have to hire a cement pump truck to pump to the site if it can get close enough or to buckets that can be hauled to the pour site. Bill feels that there is plenty of time to work out the kinks of the project and submit the correct estimates since the grant closes for applications on September 31<sup>st</sup>.

C. Business Manager:

- i. Matt reported that the 1<sup>st</sup> Reading of the 2026 Budget will be Monday, July 28<sup>th</sup> at Noon. Matt did hear back and found that the Building Fund is subject to the 3% cap, which is the way he had it calculated for the budget committee meeting so no changes were needed. Matt mentioned that he did receive the estimates for the State Aid Distribution, Mobile Home Tax, Homestead Credit, Telecommunications Tax, and Disabled Veteran Funds. All were up except for 1. Matt also received the renewal rate for the employee medical benefits, which had increased more than expected. The bottom line did not change much, but Matt will have that information out to the board before the 1<sup>st</sup> Reading so they have a chance to review it prior to the meeting.

X. Old Business:

XI. New Business:

XII. Public Comments:

XIII. Adjournment: Kristi asked for adjournment. Jon made a motion to adjourn the meeting. Darrin seconded the motion, motion passed all approved. Meeting adjourned at 5:45 pm.