

MINUTES OF THE BOARD OF PARK COMMISSIONERS  
November 17, 2022

The Board of Park Commissioners held their regular meeting on November 17, 2022 in the Tom Baker meeting room of the City/County Building. President Gilbertson called the meeting to order at 5:15 pm. Commissioners Jeske, Jordan, Munson and Zimmerman were present.

Commissioner Jeske moved approval of the agenda as presented. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Molly McLain from Dakota West Arts Council appeared before the Board as the Featured Partner and Program.

John Klein from Apex Engineering reviewed the bids received for the BSC Aquatic and Wellness Center Lighting Project. Commissioner Jeske moved to accept the base bid of \$60,500 submitted by Rafter Electric, LLC. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Jeff Feist with EAPC reviewed the bids received for the Municipal Country Club Project. Commissioner Zimmerman moved to accept the apparent low base bid plus alternates one and two submitted by Roers Construction for a total of \$213,880. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed financing options for the VFW Sports Center Expansion Project with the Board. Staff recommend the sale of General Obligation Park Facilities Bonds. Commissioner Munson moved approval of the Initial Resolution for General Obligation Park Facilities Bonds. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Commissioner Munson moved approval to call for proposals for membership, registration and facility reservation software as outlined by Community Relations Manager Dana Schaar Jahner. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Zuger, Kirmis and Smith, the Park District's legal counsel, dissolved effective October 31, 2022. John Ward, who was representing the Park District, has joined Evenson Sanderson, PC, and provided a letter stating his interest in continuing to represent the Park District. Commissioner Jordan moved to appoint Evenson Sanderson PC as the Park District's legal counsel. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

President Gilbertson reviewed the following items on the consent agenda:

- Review and approval of October 20, 2022 Board meeting minutes.
- Consideration of 2023 Matching Grant application.
- Request Board authorization to call for bids
  - Maintenance equipment and golf carts
  - Park Shop chemical and paint storage
- Consideration of professional consultant agreements for the following projects:
  - Joann Hetzel Memorial 4-H Building Roof Replacement – Ubl Design Group
  - Cottonwood Park Umpires’ Building Project - EAPC
  - Hay Creek Park - KLJ
  - Sam McQuade Sr. Playground Replacement - AGL
  - Sertoma Park Water Line – Apex Engineering

Commissioner Jeske moved to approve the consent agenda. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

Commissioner Munson announced that due to his election to the Burleigh County Commission, we will resign his seat on the Board of Park Commissioners effective December 31, 2022. Commissioner Jordan moved to accept his resignation. Commissioner Jeske seconded it, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

The Board of Park Commissioners discussed options for filling Commissioner Munson’s seat for the remainder of the term. Commissioner Jeske moved that the Board accept applications from interested people. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried. The tentative timeline for the process will be to accept applications through December 14, 2022. The applications will be reviewed by the commissioners and interviews with the top candidates will be held with the goal of seating the new commissioner at the January 2023 Board meeting.

Commissioner Zimmerman moved to approve the bills for payment with checks 407604 to 407627 and 210503 to 210803 along with bank drafts DFT001171 to DFT001185, EFTs 2102 to 2146 and direct deposits 55592 to 56489. Commissioner Munson seconded to the motion, and the voting went as follows: Ayes: Commissioners Jeske, Jordan, Munson, Zimmerman, and President Gilbertson. The nays being none, the motion carried.

The next regular Board meeting will be held December 15, 2022 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:21 pm.