

MINUTES OF THE BOARD OF PARK COMMISSIONERS
December 21, 2023

The Board of Park Commissioners held their regular meeting on December 21, 2023 in the Tom Baker meeting room of the City/County Building. President Gilbertson called the meeting to order at 5:15 pm. Commissioners Jeske, Odell and Zimmerman were present. Commissioner Jordan was absent. The pledge of allegiance was said.

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

Terry Lincoln from Dakota Zoo and John Bollinger from Bareknuckle Baseball addressed the Board as the Featured Partners and Programs.

Mike Wolf presented the James Farrell Award of Excellence to tournament director Ethan Eberle and the Park District for hosting the 2023 USA Softball Men's Northern Class E/Rec Tournament.

Jeff Ubl from Ubl Design Group and Darrin Will from Northwest Contracting provided an update on this VFW Sports Center project.

Brad Krogstad from KLJ reviewed the bids received for the Ash Coulee to Cogburn Road trail project. Commissioner Zimmerman moved to accept the bid of \$898,238.32 submitted by Strata Corporation. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

The bids for the Sheila Schafer Junior Links project were reviewed. Commissioner Jeske moved to accept the apparent low bid of \$459,570 submitted by Cordova Construction. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Susan Hazelett from Apex Engineering Group presented the bids for the General Sibley Park drain field project. Commissioner Odell moved to accept the low bid of \$108,985 submitted by Prairie View Excavating. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

The bids for the Sertoma Park sanitary sewer connection project were reviewed. Commissioner Zimmerman moved to reject the bids received and authorized staff to continue to look at options to move forward with the project. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

John Klein from Apex Engineering Group reviewed the bids received for the lighting project at Park District Office and Park Shop cold storage building. Commissioner Jeske moved to accept the bid of \$61,760 submitted by Bergstrom Electric, Inc. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Facilities and Programs Director Mike Wald reviewed the bids for 2024 fertilizer purchases. Commissioner Jeske moved to award the following bids:

Vendor	Description	Total Price
The Tessman Co.	25-0-8 w/.72% Trimec	\$21,110.40
The Tessman Co.	28-3-10	5,130.00
Rivards	24-0-10	13,387.00
Van Diest Supply Company	24-0-12	10,206.00
The Tessman Company	16-4-8	4,864.00

Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Bids for 2024 equipment and golf carts were reviewed. Commissioner Zimmerman moved to accept the following low bids that met all specifications:

Vendor	Item	Amount
Bobcat of Mandan	One skid-steer loader	\$99,553.92
Dakota Custom Turf, LLC.	One debris blower	9,444.00
MTI Distributing	Two greens mowers	49,847.00-Unit Cost 99,694.00-Total Cost
MTI Distributing	One verticutter and brushes	14,039.00
Van Wall Equipment	One wide area rough mower	72,465.69
Van Wall Equipment	One greens roller	21,647.91
Versatile Vehicles	27 gas golf carts less trade in	82,500.00
Versatile Vehicles	Two additional gas golf carts	6,000.00 per cart 12,000.00 total

Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Odell moved to approve the bid of \$203,000 to purchase two snow groomers to Fletcher Equipment Sales and Service. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Jeske moved to reject the bid submitted by C & B Operations for the purchase of a 4-wheel drive mower that was approved in January 2023. Commissioner Zimmerman

seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Jeske moved to accept the next lowest bid in the amount of \$24,137.90 from RDO Equipment who is willing to honor the bid price for 2023. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Zimmerman approved the second reading of the Park District ordinances as provided by Legal Counsel Ryan Joyce. These ordinances will be published in The Bismarck Tribune on December 28, 2023 and will be effective December 31, 2023. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed the following request for year end transfers from the General Fund to the Park Improvement Fund. These items were approved in the 2023 budget, but delivery or completion is not expected until 2024. If approved, the transfers will make the 2023 funding available in 2024.

Amount	For
\$105,000.00	Golf carts – Pebble Creek Golf Course
13,810.00	Light utility vehicle – Park Operations
24,137.90	72” mower – Park Operations
107,517.73	Utility tractor – Park Operations
70,000.00	Two pick-ups – Park Operations
22,000.00	Level ice system – Capital Ice Complex
20,000.00	Strength equipment – Capital Racquet & Fitness Center
75,000.00	Drain field – General Sibley Park
437,465.63	Total

Commissioner Odell moved to approve the year end transfers. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

Commissioner Jeske moved to approve the following items on the consent agenda:

- Consideration of November 16, 2023 Board meeting minutes.
- Request Board authorization to call for the following bids:
 - Pipe bursting project with city of Bismarck
 - Concession operation at Scheels Complex
- Request Board approval to dispose of obsolete equipment
- Consideration of Bismarck Gymnastics use agreement
- BSC Aquatic and Wellness Center pool deck consultant selection and authorization to call for bids.

Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

President Gilbertson reviewed Executive Director's annual evaluation conducted by the Board of Park Commissioners. Commissioner Jeske moved to accept Executive Director Klipfel's annual evaluation. Commissioner Odell seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried. Executive Director Klipfel will receive the merit increase approved by the Board of Park Commissioners effective January 1, 2024.

Commissioner Zimmerman moved to accept the bills for payment with checks 407935 to 407954 and 214577 to 214895 along with bank drafts DFT001337 to DFT001347, EFTs 2649 to 2694 and direct deposits 68548 to 69366. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Jeske, Odell, Zimmerman and President Gilbertson. The nays being none, the motion carried.

The next regular Board meeting will be held January 18, 2024 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:51 pm.