

MINUTES OF THE BOARD OF PARK COMMISSIONERS
June 16, 2022

The Board of Park Commissioners held their regular meeting on June 16, 2022 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Gilbertson, Jordan, Zimmerman, and Munson were present.

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

Mike Wolf presented the Board with the James Farrell ASA Award of Excellence for hosting the 2021 Men's Class D Northern National Tournament.

Recreation Specialist Spencer Aune appeared before the Board as the Featured Partner and Program and provided information about the Park District's July Celebration.

City Engineer Gabe Schell provided information about a possible Tyler Coulee Stormwater Improvement project. Commissioner Zimmerman moved approval for Park District staff to work with city of Bismarck staff, Ducks Unlimited and other related groups on this potential project. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Brad Krogstad with KLJ reviewed the bids received for the Hay Creek Trail Re-Bid Project. Commissioner Munson moved to approve the low bid of \$318,217.61 submitted by Knife River Corporation for an asphalt surfaced trail project. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to reject the bids received for the Elk Ridge Fencing Repair Project and to re-bid the project. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to approve the second round of Matching Grant funds for a total of \$18,991 as follows:

Applicant	Project Title	Proposed Funding
Capital Curling Club	New scraper for Curling Club	\$4,231.00
BisMarket	Propane generator for vendor power	\$1,580.00
Bismarck Mandan Lacrosse Assoc.	Goals and ball replacement	\$680.00
Step Into The Batter's Box Campaign Committee	Walt Stack umpire's headquarters	\$12,500.00

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

Finance Director Kathy Feist reviewed proposed changes to the Accounting Handbook with the Board. Commissioner Munson moved to approve the changes. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Administrative Services Manager Julie Fornshell reviewed proposed changes to the Human Resource Policy and Procedure Handbook. Commissioner Gilbertson moved to approve the changes as outlined. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Nuss Construction sent notification to the Park District that they would like to withdraw their bid on the Tatley Eagles Warming House roofing project. Commissioner Zimmerman moved to withdraw the bid from Nuss Construction and award it to L&L Brendel Construction for their bid price of \$6,475. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Jordan moved to approve the following consent agenda:

- Review and approval of May 19, 2022 Board meeting minutes.
- Authorization to submit Transportation Alternative Grant applications for an extension of the South Washington trail from South Meadows Park to General Sibley Park and Campground and a trail rehabilitation project for a portion on Hay Creek Trail.
- Consideration of consultant selection agreement for the Hay Creek Retaining Wall Project.
- Consideration of consultant selection agreement for Municipal Ballpark Videoboard/Scoreboard Project and authorization to call for bids.
- Authorization to call for bids for Marian Park project.

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

Commissioner Gilbertson moved to approve bills for payment with checks 407434 to 407450 to 208565 to 208843 along with bank drafts DFT001116 to DFT001126, EFTs 1879 to 1922 and direct deposits 50023 to 50765. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

The meeting was adjourned sine die.

Legal Counsel Connie Hofland asked Commissioners-Elect Julie Jeske, Mike Gilbertson and Mark Zimmerman to appear before the Board. She then conducted the oath of office to swear them in as Commissioners of the city of Bismarck Park Board.

Connie Hofland, Park District Legal Counsel, then opened the floor for nominations for President of the Park Board. Commissioner Munson nominated Commissioner Gilbertson. Commissioner Jeske seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and Jeske. The nays being none, the motion carried.

Commissioner Munson moved to reconvene the meeting of the Board of Park Commissioners. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson, Jeske and President Gilbertson. The nays being none, the motion carried.

President Gilbertson opened the floor for nominations for Vice President. Commissioner Munson nominated Commissioner Zimmerman. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson, Jeske and President Gilbertson. The nays being none, the motion carried.

Commissioner Jordan moved to appoint Executive Director Klipfel as Park Board Clerk. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson, Jeske and President Gilbertson. The nays being none, the motion carried.

Commissioner Jeske moved to reappoint Zuger Kirmis and Smith Law Firm as legal counsel for the Park District. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson, Jeske and President Gilbertson. The nays being none, the motion carried.

The following management team assignments were made:

- Administration – President Gilbertson
- Operations – Commissioners Jordan and Munson
- Facilities and Programs – Commissioners Jeske and Zimmerman

Committee and liaison representations were also made for the commissioners:

- Bismarck Recreation Council – President Gilbertson
- Community Bowl Authority – President Gilbertson
- Forestry Advisory Board – Commissioner Jordan
- Sleepy Hollow Park Liaison Committee – Commissioner Munson
- BSC Aquatic and Wellness Center Advisory Committee – Commissioner Zimmerman
- Intergovernmental Committee – Commissioner Jeske with Commissioner Munson serving as an alternate

The next regular Board meeting will be held July 21, 2022 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:28 pm.