

MINUTES OF THE BOARD OF PARK COMMISSIONERS
February 17, 2022

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

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

Gavin McCollam, representing Sleepy Hollow Theatre & Arts Park, appeared before the Board as the Featured Partner and Program.

Jason Petryszyn from Swenson Hagen appeared before the Board to present a waiver request for Daybreak 2nd Addition on behalf of Ron Knutson and TPR, LLP. Commissioner Munson moved to accept the Memorandum of Understanding in which the Park Board grants a waiver of the requirement to place a neighborhood park in the Daybreak 2nd Addition with the understanding that TPR, LLP intends to work with the Park District during future development of a future addition in Section 9 to include a regional or neighborhood park. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Facilities and Programs Director Mike Wald reviewed the proposals received for the exclusive soft drink and vending supply for the Park District that would begin January 1, 2023. Commissioner Munson moved to accept the proposal submitted by Pepsi Beverage Co. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried. Staff will work with Pepsi Beverage Co. to develop an agreement for consideration at a future Board meeting.

Commissioner Jordan reviewed the round one Matching Grant applications and moved approval to fund the following grant requests:

Applicant	Project Title	Funding Recommended
Bismarck Far West Rotary Club	New Generations park benches	\$5,000.00
Bismarck Mandan Lacrosse Association	Lacrosse girl goalie equipment and sticks	\$760.00
Bismarck Gymnastics Academy	Competitive floor and foam	\$7,971.00
Fraternal Order of Eagles	Eagles Park electrical upgrades	\$25,000.00
Bismarck Youth Fastpitch Softball Association	Cottonwood fastpitch complex improvements	\$14,878.00
Burleigh County 4-H	Joann Hetzel Memorial 4-H Building playground	\$25,000.00

Bismarck Rotary Club	Bismarck Rotary Arboretum	\$2,400.00
Total:		\$81,009.00

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

Commissioner Zimmerman moved approval for the Park District to pursue agency reaccreditation with the Commission for Accreditation of Park and Recreation Agencies of the National Recreation and Park Association. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to approve the following apparent low bids that met specifications for the purchase of fertilizer:

- Van Diest Supply Company - 25-0-8 with 72% Trimec for \$26,532.00
- The Tessman Company – 25-0-5 and 24-0-12 for \$23,296.50
- Rivards – 24-0-10 and 16-4-8 for \$17,119.50

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

Facilities and Programs Director Mike Wald reviewed information regarding the golf carts bids that were approved in January 2022 based on new supply information that has since been received by the Park District. After review of this information, Commissioner Munson moved to reject the golf cart bid of \$182,561.44 submitted by NB Golf Cars for the purchase of 48 lead acid battery golf carts as approved at the January 2022 Board meeting and approve the bid submitted by NB Golf Cars for the purchase of 48 lithium-ion battery golf carts in the amount of \$275,156.80 for delivery in 2022. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved approval to dispose of the following obsolete records:

OBSOLETE RECORDS
2/9/2022

Box Id	Area	Year	Contents	Ret Pd	Date In	Date Out
402	Administration	1984 - 2001	Incident/Accident Reports Approx. 1984 - 2001	20 Years	31-Dec-01	1/1/2022
1000	General Ledger	2014	Budget Report, Rec Budget Report	5 Yrs	2/15/2017	2/15/2022
1013	Payroll	2014	Timesheets 4/17/14-5/30/14	5 Yrs	2/15/2017	2/15/2022
1014	Payroll	2014	Timesheets 2/21/14-4/4/14	5 Yrs	2/15/2017	2/15/2022
1015	Payroll	2014	Timesheets 6/13/14-7/11/14	5 Yrs	2/15/2017	2/15/2022
1016	Payroll	2014	Timesheets 10/17/14-11/14/14	5 Yrs	2/15/2017	2/15/2022
1017	Payroll	2014	Timesheets 9/5/14-10/3/14	5 Yrs	2/15/2017	2/15/2022
1018	Payroll	2014	Timesheets 7/25/14-8/22/14	5 Yrs	2/15/2017	2/15/2022
1019	Payroll	2014	Timesheets 11/26/14-12/26/14	5 Yrs	2/15/2017	2/15/2022
1021	Payroll	2015	Timesheets 4/2/15-5/1/15	5 Yrs	2/15/2017	2/15/2022
1022	Payroll	2015	Timesheets 2/20/15-3/20/15	5 Yrs	2/15/2017	2/15/2022
1023	Payroll	2015	Timesheets 1/9/15-2/16/15	5 Yrs	2/15/2017	2/15/2022
1024	Payroll	2015	Timesheets 5/15/15-6/12/15	5 Yrs	2/15/2017	2/15/2022
1025	Payroll	2015	Timesheets 8/21/15-9/18/15	5 Yrs	2/15/2017	2/15/2022
1026	Payroll	2015	Timesheets 7/24/15-8/7/15	5 Yrs	2/15/2017	2/15/2022
1027	Payroll	2015	Timesheets 6/26/15-7/10/15	5 Yrs	2/15/2017	2/15/2022
1028	Payroll	2015	Timesheets 10/2/15-10/30/15	5 Yrs	2/15/2017	2/15/2022
1035	Payroll	2013-2014	Timesheets 12/27/13-2/7/14	5 Yrs	2/15/2017	2/15/2022
1143	Accounts Receivable	2017-18	Cash Register Tapes 10/1/17 - 12/31/18	3 Years	2/15/2019	2/15/2022
1073	Accounts Payable	2015	Vendor Files A - B	4 Yrs	3/1/2018	3/1/2022
1074	Accounts Payable	2015	Vendor Files C, E, D & E SUPPLY	4 Yrs	3/1/2018	3/1/2022
1075	Accounts Payable	2015	Vendor Files D, F	4 Yrs	3/1/2018	3/1/2022
1076	Accounts Payable	2015	Vendor Files G - K	4 Yrs	3/1/2018	3/1/2022
1077	Accounts Payable	2015	Vendor Files L - M	4 Yrs	3/1/2018	3/1/2022
1078	Accounts Payable	2015	Vendor Files N - R	4 Yrs	3/1/2018	3/1/2022
1079	Accounts Payable	2015	Vendor Files S - T	4 Yrs	3/1/2018	3/1/2022
1080	Accounts Payable	2015	Vendor Files U - Z	4 Yrs	3/1/2018	3/1/2022
1081	Accounts Payable	2015	Vendor Files One Card Jan - Jul	4 Yrs	3/1/2018	3/1/2022
1082	Accounts Payable	2015	Vendor Files One Card Aug - Dec, Refunds Jan - May	4 Yrs	3/1/2018	3/1/2022
1083	Accounts Payable	2015	Vendor Files Refunds Jun - Dec	4 Yrs	3/1/2018	3/1/2022
1085	Accounts Receivable	2016	Cash Receipts Admin, Pools Jan - Jun	4 Yrs	3/1/2018	3/1/2022
1086	Accounts Receivable	2016	Cash Receipts Admin, Pools Jul - Dec	4 Yrs	3/1/2018	3/1/2022
1087	Accounts Receivable	2016	Cash Receipts Golf Jan - Jun	4 Yrs	3/1/2018	3/1/2022
1088	Accounts Receivable	2016	Cash Receipts Golf Jul - Dec	4 Yrs	3/1/2018	3/1/2022
1089	Accounts Receivable	2016	Cash Receipts AWC, CRFC	4 Yrs	3/1/2018	3/1/2022
1090	Accounts Receivable	2016	Cash Receipts Sibley, McDowell, Schaumburg, WWMB	4 Yrs	3/1/2018	3/1/2022
	Payroll	2016	W-2's Employer Copies	5 Yrs	1/31/2017	1/31/2022

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

Commissioner Munson moved approval to add Bravera Bank as a depository for Park District funds. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, and Munson. President Jeske abstained from voting. The nays being none, the motion carried.

President Jeske reviewed the following consent agenda:

- Review and approval of January 20, 2022 Board meeting minutes.
- Request Board authorization to apply for the following grants:
 - State Energy Program (SEP) Grant
 - Outdoor Heritage Fund Grant
- Request Board authorization to select consultant for bids for playground at the Joann Hetzel Memorial 4-H Building
- Request Board authorization to call for the following bids
 - McDowell Dam pavement maintenance project
 - Joann Hetzel Memorial 4-H Building chairs and tables

- Sam McQuade Sr. Softball Complex playground replacement project

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

Commissioner Munson moved to approve the bills for payment with checks 407394 to 407402 and 207734 to 207936 along with bank drafts DFT001065 to DFT001080, EFTs 1712 to 1753 and direct deposits 46469 to 47262. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

The next regular Board meeting will be held March 17, 2022 at 5:15 pm in the Tom Baker Meeting Room. The meeting was adjourned at 6:13 pm.