

MINUTES OF THE BOARD OF PARK COMMISSIONERS
April 21, 2022

The Board of Park Commissioners held their regular meeting on April 21, 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 Zimmerman 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.

Matt Sagsveen with Bismarck Youth Baseball appeared before the Board as the Featured Partner and Program.

Dave Rogstad and Justin Hughes, campaign co-chairs for the VFW Sports Center “Raise the Rink” project addressed the Board concerning the campaign to raise funds for the naming opportunities as part of the expansion project at the VFW Sports Center. Commissioner Munson moved approval for staff to work with the committee on this campaign. 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.

Executive Director Klipfel reviewed a task order amendment summary from Apex Engineering for an easement that is needed as part of the Sertoma Park sewer line project. Commissioner Jordan moved to approve the task order amendment. 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.

Travis Johnson with Houston Engineering reviewed information regarding the proposed Southport dredging project which would utilize the Nishu Bowman outdoor archery range to dewater and dispose of the dredged material from the project. Commissioner Zimmerman approved of the project and authorized staff to develop a memorandum of understanding for the project. 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.

Ben Ehreth and Daniel Nairn with Bismarck’s Community Development Department provided information to the Board and asked them to consider a five year extension to Bismarck’s Renaissance Zone program. Commissioner Munson moved that the Park District support a five-year extension to the Renaissance Zone program. 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 project. As bids were significantly higher than the engineer’s opinion of probable cost, options were provided.

Commissioner Zimmerman moved to reject the bids received. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, and President Jeske. Nays: Commissioner Munson. The motion carried.

Commissioner Gilbertson moved to re-bid the project with an alternate for a concrete option to introduce an opportunity for more bidders. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, and President Jeske. Nays: Commissioner Munson. The motion carried.

Operations Director David Mayer reviewed the bids received for Joann Hetzel Memorial 4-H Building furniture. Commissioner Jordan moved to accept the low bid of \$44,813.95 from Fireside Office Solutions for the purchase of tables, chairs and dollies. 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.

Legal Counsel John Ward reviewed the Park Development Agreement for a neighborhood park in the Paradise Valley Addition. Commissioner Munson moved to approve the agreement as presented. Commissioner Zimmerman 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.

Facilities and Programs Director Mike Wald presented the proposed Exclusive Beverage Agreement with PepsiCo Beverage Sales, LLC. The Board of Park Commissioners approved the bid provided by PepsiCo Beverage Sales, LLC at the February 17, 2022 meeting. Commissioner Munson moved to approve the agreement as presented. 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.

Executive Director Klipfel thanked the Board and management staff for participation in the 2023-2025 strategic planning session. He also provided a draft copy of the strategic plan and asked for the commissioners to provide feedback prior to the May Board meeting where it will be presented for consideration.

Commissioner Gilbertson moved to approve the 2023 budget development timeline as presented by Finance Director Kathy Feist. 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 Munson provided an update on the Intergovernmental Committee meetings.

Image Printing, who received the bid for the printing of the 2022 Activity Guide, has asked to withdraw their bid for the two remaining issues due to paper price increases. Commissioner Jordan moved to approve Image Printing's request to withdraw their bid for the fall and winter issues of the 2022 Activity Guide. 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. Staff will explore options and seek sealed price quotes for the remaining issues.

President Jeske reviewed the following items on the consent agenda.

- Review and approval of March 17 and March 31, 2022 Board meeting minutes.
- Request Board authorization to call for the following bids:
 - Roof replacement project
 - Asphalt crack sealing project
 - Resurface tennis courts at Capital Racquet and Fitness Center.
- Request Board authorization to select consultant for Tom O’Leary Waterline Project.

Commissioner Zimmerman moved to remove the roof replacement project and consultant selection topics from the consent agenda. 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 Munson approved the amended consent agenda. 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.

After discussion, Commissioner Munson moved approval to call for bids on the roof replacement project. Commissioner Zimmerman 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.

Executive Director Klipfel provided additional information on the Tom O’Leary Waterline Project, including an opportunity to apply for grant funding for this project through the ND Department of Water Resources. Commissioner Munson moved authorization to select a consultant for the Tom O’Leary Waterline Project and to apply for grant funding. 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.

President Jeske provided comments regarding Executive Director Klipfel’s six-month review. Commissioner Zimmerman approved the review and authorized a 9% merit increase, retroactive to his six-month date of April 2, 2022. 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 Gilbertson moved to approve the bills for payment with checks 407411 to 407424 and 208123 to 208356 along with bank drafts DFT001091 to DFT001103, EFTs 1796 to 1836 and direct deposits 48107 to 49355. Commissioner Zimmerman 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 next regular Board meeting will be held on May 19, 2022 at 5:15 pm in the Tom Baker Meeting Room. The commissioners will go on a spring tour of various Park District locations on April 27, 2022, leaving at 4:00 pm from the Park District Administrative Office. The meeting was adjourned at 7:20 pm.