

Minot Park Board Meeting

December 18, 2018

6:30pm

The Minot Park Board met on December 18 at 6:30pm in the Community Room of the Minot Municipal Auditorium.

Member present: Cliff Hovda, Chuck Emery, Mike Schmitt, Perry Olson and Steve Wharton. Ron Merritt was also present.

There were no personal appearances.

Motion by Olson, second by Wharton to approve the minutes from the November 20, Minot Park Board meeting. Motion carried.

Motion by Schmitt, second by Emery to approve the bills in the amount of \$909,632.012. On roll call, all members voted yes.

Motion by Olson, second by Schmitt to approve the salaries in the amount of \$144,813.08. On roll call, all members voted yes.

Financials

Department Head Reports

Director of Operations, Jarrod Olson reported on the proposed reader board at the Scandinavian Heritage Park to replace the current sign. The new reader board would be a financial partnership between Visit Minot, Scandinavian Heritage Association, and the Norsk Hostfest.

Motion by Wharton, second by Emery to approve the new proposed reader board at the Scandinavian Heritage Park. Motion carried.

Souris Valley Golf Course Pro, Steve Kottsick reported he attended a conference and is excited to bring back some of the ideas to Souris Valley. He would like to see the course playable for all levels of golfers. He reported Mike Chrest and himself are looking at ways to shorten the golf course and make it more enjoyable while keeping the original tee boxes in play as well. Golf Course Superintendent, Mike Chrest submitted his written report. Roosevelt Park Zoo Director, Becky Dewitz gave an update on the Lion and Tiger exhibit construction. Both exhibits are on schedule, medical crates have arrived and will be a big benefit to the animals and staff as they advance in their animal behavior care. Commissioner Hovda commended Becky and staff for their research and thoughtful planning of the new exhibits. Hovda believes they will be signature attraction to the Roosevelt Park Zoo and the Minot Park District. MAYSA Arena Manager, Bob Gillen reported they have had a busy month. He thanked his staff for working hard when they were short staffed and was happy to report they have filled their open positions. Gillen reported he is very happy with the MAYSA numbers for 2018 and is excited for the year ahead. Maintenance superintendent, Brian Mathson reported they are hoping to get ice on the outdoor rinks to but with the unseasonably warm temperatures that has been extremely difficult. Horticulturist, Shannon Paul reported plants will be here in ten weeks and she is busy in the greenhouse making room for them all to arrive. City Forester, Brian Johnson reported they filled their full time position and are

excited for the new year ahead. Commissioner Hovda thanked the staff for a great year and feels the Park District is moving in a good direction.

New Business

Executive Director, Ron Merritt reported they are negotiating an easement for the outdoor recreation area and future golf course. They have been meeting with Terry Hunter for easement that will help bring water to the S.W. corner of the property. The easement would give permission to the Minot Park District to bore an irrigation channel from the river in the amount of \$30,000.00. The Park District would also purchase land for a pump station in the amount of \$30,000.00.

Motion by Emery, second by Wharton to continue in negotiations with Terry hunter for the purchase of an irrigation easement in the amount of \$30,000.00 and land purchase for a pump station in the amount of \$30,000.00. Pending that legal agreements are in place. On roll call, all members voted yes.

Executive Director, Merritt presented the 2018 to 2019 carry over list.

Motion by Olson, second by Emery to approve the presented carry over list. Motion carried.

Executive Director, Merritt reported the status of the Parks and Recreation merger. Merritt gave a review of the Public Forum held on December 10. There was a good turnout and they receive two positive public comments on the merger. They will be holding their next meeting on December 20. Following that meeting park and recreation staff will begin to work together on various projects including website, summer brochure, facility and recreation software. They will continue to work on lease agreements and begin the work on the joint powers agreement and schedule for transfer of funds. Merritt reported he continues to work with legislative council on draft language for a one time transfer of funds.

Commissioner Olson reported he would like to see a vote from the park board to show they are in favor of the merger.

Motion by Emery, second by Schmitt to confirm the Minot Park Board is in full support of the Minot Parks and Minot Recreation Commissioner merger. On roll call, all members voted yes.

Motion by Emery, second by Schmitt to form a interim joint powers agreement to authorize the execution to allow continued work on the Minot Parks and Minot Recreation commissioner merger. On roll call, all members voted yes.

Executive Director, Merritt reported on the DOT easement for the Magic City Discovery Center. The easement is for 0.6 acres. A formal letter has been sent to NDDOT and they are continue to work with the Minot Park District on a sight survey for the easement.

Executive Director, Merritt reported on the land next to the MAYSA Arena. They are moving forward with an appraisal at the cost of \$6,500.00 and it will be completed by the end of January. The administration staff will be working with Ackerman Estvold on surveying the land and possible future development options.

Motion by Wharton, second Emery to move forward with the appraisal at the cost of \$6,500.00. On roll call, all members voted yes.

Merritt reported that department heads and administrative staff have meet on the five year planning process. He was pleased with the department heads work on this process and they will meet again as a group and invite the recreation staff to review ideas. The Minot Park Board will select dates at the January 15 board meeting for a retreat.

Motion by Olson, second by Schmitt to approve the administratively approved alcohol permits. Motion carried.

Director's Reports

Merritt reported he continues to work on Steve Kottsicks contract.

Commissioner's Reports

Commissioner Olson reported he is excited to see the MSU Bubble being used for the Minot Fun Zone. He believes it will be a great benefit for all the partners involved. Olson also thanked the staff for all their work on the Parks and Recreation merger.

Commissioner Schmitt requested anyone with ideas or recommendations for the land next to the MAYSA be forward on to him. Schmitt also reported he has received many positive comments on the merger between Minot Parks and the Minot Recreation Commission. He commended the staff and believes it is because of their hard work that people are excited for the merger. Commissioner Emery thanked the staff for all their hard work and a great 2018. He has heard many positive comments about the Minot Park District around the community. Commissioner Wharton thanked the staff for their work and their attention to detail. Commissioner Hovda reported he is extremely happy to be on the Minot Park Board. Hovda thanked the staff for all their work and thank you to the administrative staff for overseeing positive change and their exceptional leadership.

Motion by Emery, second by Olson to adjourn the meeting. Motion carried.

Cliff Hovda, President

Elly DesLauriers, Clerk