

**Park Board Meeting  
October 4, 2024**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 7:30 am on Friday, October 4, 2024, at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Karsky, Tim Daniel, Zach Keller, Tyler Tucker. Also, present were Executive Director Benjamin Rae, Director of Buildings/Grounds Craig Pearson, Director of Recreation/Facilities Caleb Burgard, and Clerk Leah Hoenke. Commissioner Nic Stevenson was absent.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was given.

APPROVAL OF AGENDA: Executive Director Benjamin Rae stated that he had one addition to the agenda, item 9f on making account changes. MOTIONED BY: Tim Daniel; SECONDED BY: Tyler Tucker to approve the agenda with adding Item 9f. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

2025 BUDGET APPROVAL – The 2025 Budget items were presented.

Resolution for Increased Levies – President Scott Karsky read the Resolution for Increased Levies for the 2025 Budget. MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the Resolution as it was presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Certificate of Levy – President Scott Karsky reviewed the Certificate of Levy for the 2025 Budget. The total tax levy of \$2,759,076.00. MOTIONED BY: Tyler Tucker; SECONDED BY: Tim Daniel to approve the Certificate of Tax Levy as it was presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

CONSENT AGENDA – Consent agenda items were presented for approval as follows: Meeting minutes from September 9; September Claims of \$518,954.53; and monthly Pledged Securities. MOTIONED BY: Tim Daniel; SECONDED BY: Tyler Tucker to approve the consent agenda items as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

#### BUILDINGS/GROUNDS

Director of Buildings/Grounds Report – Director Craig Pearson provided a written report and added that a full-time maintenance staff, Michael Opegard has left employment. We have opened the position. He also said November 2<sup>nd</sup> is the plan to close the golf course but could potentially change due to the weather. We will track the weather and a few days before we will cover the greens as we have in the past.

#### RECREATION/FACILITIES

Director of Recreation/Facilities Report – Director Caleb Burgard provided a written report and added that we have established a closing date of October 13 to close the campground at Patterson and the DSU tennis courts were prepped this week and will be resurfaced on Monday. Commissioner Tyler Tucker commented that the Fire Department had their community breakfast, and he thanked the staff for the donation of chairs and tables.

#### BUSINESS/FINANCE

September Financial – MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the September financial as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Cleaning Services RFP – Executive Director Benjamin Rae said it has been several years since we have done a competitive process on our cleaning services, he believes this is a good time to clearly identify what our expectations are. He noted that we are still waiting for a final legal review of the request for proposal. MOTIONED BY: Tyler Tucker; SECONDED BY: Tim Daniel to approve the Cleaning Services RFP pending approval by legal counsel. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Crooked Crane Trail – Stranski Segment Bid Documents – Executive Director Rae reviewed the Request for Bids for the trail project and said it has been reviewed by legal counsel. He said the project will be funded by the recreational trails grant and also a grant from Marathon Petroleum. MOTIONED BY: Zach Keller; SECONDED BY: Tyler Tucker to approve the Crooked Crane Trail – Stranski Segment Bid Documents as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Outdoor Pool Repairs – Executive Director Rae said this project is to deal with leaks under the outdoor pool structure. We have struggled to get Associated Pools to commit to a date. This would be to have Horizon Pool Supply to act as the expert in the field but to utilize local contractors to do the work. The staff recommends approval of the Horizon Pool Supply proposal and procuring local contractors for the completion of the work. The cost is not to exceed \$50,000 including Horizon Pool Supply proposal plus local contractors to complete the repairs. MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the Horizon Pool Supply proposal as presented for a total project cost not to exceed \$50,000. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Executive Director Report – Executive Director Benjamin Rae provided a written report and noted that he's had meetings this week on the Patterson Lake dam and Dickinson Dike. He said the dam is well maintained and is in good condition.

For the meeting at the dike with the City of Dickinson they are going to start removing the woody growth along the dike. The department of water quality notes on every inspection that needs to be done. As we look at the future trail, we have been pushing to get that done as well. He reminded the board of a project board meeting at Heart River Retreat on October 21 at 4 pm and the November regular meeting will be on November 4, early due to Veterans' Day. Discussion followed on Hole 17 bridge at Heart River Golf Course. Director Rae said he is working at every single angle, saying that the city is going to keep Manns dam in the back of their mind. They may also have another bridge that could be utilized. We are exploring all options and will continue to report to the board on that progress.

Bank Account Changes and CD Funding – Executive Director Rae said this just came up and we have been made aware that there is an additional product called Demand Deposit Marketplace (DDM) that allows us to eliminate the pledged securities. He reviewed how the DDM works and said by moving to this it would allow us to have a quarter percent higher interest rate on our funds through that process. The staff recommendation is to approve the transition of our district funds to a DDM account. Commissioner Zach Keller said it works and most banks are part of the network now. The pledged securities will no longer be needed and approved at the board meetings. MOTIONED BY: Tim Daniel; SECONDED BY: Zach Keller to approve the transition to a DDM account as presented. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Executive Director Rae also reviewed the second item as part of that process. He said at the Federal Reserve September meeting, the federal funds rate was lowered by 50 basis points. Lowering the federal rate effectively lowers the interest rates we receive on our district accounts. He said he believes we should invest \$1Million in district funds in a 12-month 4.15% CD now before the rates lower again. Our other district CDs will mature in November and February respectively. This will allow us to maintain flexibility with our funds as we go into busier spring and summer months, particularly if the property tax initiative were to pass. MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the investment of \$1M in district funds in a 12-month CD as recommended by staff. Roll call vote: Ayes-4; Nays-0; Absent-1 (Stevenson). Motion carried.

Adjournment – MOTIONED BY: Tyler Tucker; SECONDED BY: Zach Keller to adjourn the meeting at 8:02 am. All aye, motion carried.

PREPARED BY:

APPROVED BY:

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Clerk

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President