

PARK BOARD MEETING
September 14, 2020

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Regular Meeting at 4:00 pm, Monday, September 14, 2020 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Tim Daniel, Scott Karsky, Jo Marie Kadrmas and Zach Keller. Also present were Director of Recreation/Facilities Matt Mack, Director of Buildings/Grounds Craig Pearson, Attorney Randall Sickler and Clerk Leah Hoenke. Executive Director James Kramer was absent.

APPROVAL OF MINUTES: MOTIONED BY: Scott Karsky; SECONDED BY: Zach Keller to approve the August 10 and September 3 meeting minutes. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

CLAIMS: MOTIONED BY: Tim Daniel; SECONDED BY: Jo Marie Kadrmas to approve August Claims in the amount of \$536,087.94. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

BUILDINGS/GROUNDS

Director of Buildings/Grounds Report (Craig Pearson) – Director Craig Pearson reported on facilities and said they redid the Cornerstone rink at the ice center and is back up and running and in perfect shape. Also in process of putting up the second sheet of ice to be ready on the September 28 and said they are putting up new glass in that rink as well. He said the storage area is being turned over to the Hockey Club for their dry training area – project should be done within a week. Director Pearson then reported on parks, saying that they are on limited help, only have two full time employees working. He said they are spraying parks and will blow out irrigation lines which takes about a month. He said they are working on wood chips and borders going in Hospital Park along with a new shelter at Kiwanis Park with new wood chips and borders. He said the Ballpark irrigation project has been completed. They are dealing with a lot of settling but all in all doing really well. Dickinson State is practicing on it at the moment. He said the third week of September the company will come in and do replacements of infield. He also stated that Eagles Park tennis courts are completely done and turned out beautiful. The Parks crew also did a new shelter at the Crooked Crane Trail. He went on to report on the golf course with staff taking care of fall weed spraying as weather cooperates; removing trees as they have time and will have a company come out later in fall to remove. He said they started the aerification process early to take advantage of the seasonal staff we still have. Sam Davis has five guys still working and are managing to do a few projects, working on bad areas on 13 and have work to do on fairway 9 which will be ongoing till end of year.

RECREATION/FACILITIES

DHC, Inc. User Agreement (Attachment #1) – Director of Recreation/Facilities Matt Mack reviewed the use agreement with the Hockey Club and said the only changes made from previous agreement were updated dates and the usage fee went from \$61 to \$63. He said the Hockey Club is aware of the changes. MOTIONED BY: Jo Marie Kadrmas; SECONDED BY: Scott Karsky to approve the Dickinson Hockey Club User Agreement as presented. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Director of Recreation/Facilities Report (Matt Mack) – Director Matt Mack reported on WRCC member numbers at 6,628, which is down about 300 from last year and 100 from last month. He said we continue to get cancellations from people not comfortable using the facility at this time. He stated that when we get over the hump we will do some marketing and try to get some members back. Director Mack reported on the golf course and said the month of August we had 4,325 rounds which is up almost 1,000 rounds from last year. He said we are up in season passes as well with approximately 20 more members from last year. He also said usage has been really good and tournaments have been going well. We have a few scrambles left for the season and there will be a few cross country meets using the front nine with back nine open for golfers. Director Mack said we are short staffed in Pro Shop which is typical this time of year; they are working it out and managing. He then reported on Patterson Lake and said the Primitive Campground is closed as of right after Labor Day and Modern Campground will be open until beginning of October. He said Patterson Lake had a really good year, sold 415 season passes which is double from last year. Director Mack reported on recreation, saying the fall adult leagues are beginning with womens and coed volleyball; 3x3 basketball and flag football. He said we had issues with gyms and could not use DSU or the high schools for any of our leagues only leaving us with WRCC and Armory to work with. This winter, we will have to rotate Wednesday and Sunday nights in order to accommodate those leagues and possibly add in some odd hours is the only option we have. He said adult curling is running through the first week of October. Adult kickball league has 4 teams in its first year and are hoping for more next year. He then reported on open skate at West River Ice Center is held 7-9 pm Friday and Saturdays, and starting October 4 will have afternoon sessions from 1:30-3:30 on Saturday and Sunday. He said there will be limited attendance to 150 which is based off of the square footage of the ice. He said the lobby has also been an area that is a congregation area and has been closed at WRCC and WRIC. He said the DPR Track Meet for youth is tonight at the Biesiot Activities Center and Elem Cross Country is held on Wednesday evenings at Gress Complex. Commissioner Jo Marie Kadrmas asked which gyms we are using for leagues. Director Mack said we are using two courts here at WRCC and one court at the Armory. He said later in winter we may need three courts at WRCC.

BUSINESS/FINANCE

Approval of Pledged Securities (Attachment #2) – MOTIONED BY: Zach Keller; SECONDED BY: Scott Karsky to approve the pledged securities. Roll Call Vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Financial Statement (Attachment #3) – Informational use only.

Lot 30 transfer – Director Matt Mack said we received a requested for lease transfer of Lot 30 at Patterson Lake from Jud Mork to Kim Kolling. MOTIONED BY: Tim Daniel; SECONDED BY: Jo Marie Kadrmas Kadrmas. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Patterson Lake Permit (Attachment #5) – Attorney Randy Sickler said this is the permit that will be used for cabin owners once the land conveyance is complete. He said he and Executive Director James Kramer have worked on this the past month or two and new permit will become effective immediately but lease payments will begin January 1, 2021. Park Board President Scott Kovash said it will be an annual payment of \$3,000 to be paid monthly. Commissioner Scott Karsky asked if there are any late fees needed. Attorney Sickler said we could look at that possibly after first year there could be some changes to the permit if needed. He said it follows what the Federal permit was and we adjusted to remove the Federal language. MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve the Park District Patterson Lake Permit. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

Patterson Lake Appraisal Agreement (Attachment #6) – Attorney Randy Sickler reviewed the Appraiser’s Certification and Statement of Assumptions and Limitations document which is the same as what Stutsman County used as well. He said it needs to be approved so appraiser can do his work. MOTIONED BY: Zach Keller; SECONDED BY: Tim Daniel to approve the Appraiser’s Certification and Statement of Assumptions and Limitations document as provided. Roll call vote: Ayes-5; Nays-0; Absent-0. Motion carried.

MDU Easement Request – Attorney Sickler reviewed the easement proposed by Montana-Dakota Utilities Co (MDU) putting an easement along the railroad on property that is owned by the Bureau of Reclamation and will become the Park District’s land once land has been conveyed. He said he looked at it and made a couple suggestions. He said the easement does not have any considerations in place. He would like clarification on the 50 foot wide easement that has a provision that the guide wires could go further out. He also said the other area was to insert indemnification language that MDU has to identify liability and also a provision that it is a non-exclusive easement in case of other parties. Attorney Sickler said that Director James Kramer told him he would forward his suggestions on to MDU and recommended that we approve contingent upon the recommended changes. Commissioner Jo Marie Kadrmas asked if the 99 years can be changed. Attorney Sickler said that comes from North Dakota law and that is the longest that it can be. He said we could negotiate a lesser period. President Scott Kovash asked Randy what he recommends the length of time be. Attorney Sickler said he believes there is already an easement in place but doesn’t have a copy of that existing easement. He said if it was a 25 year easement to begin with we could use that as a guide. Discussion followed. Commissioner Kadrmas said she would feel more comfortable with the recommended changes and the amount of time is a cause for concern. President Kovash said we could approve this at the special meeting on September 25.

Executive Director Report (James Kramer) – Director James Kramer was absent.

Legal Counsel Report – Attorney Randy Sickler had nothing more to report.

4:45 pm – Timetable Agenda – Budget Hearing – President Scott Kovash opened the Budget Hearing at 4:45 pm. He asked if anyone was present to speak for or against the 2021 Preliminary Budget, he asked 3 times. With no one present to speak, he closed the public hearing. He said the final budget will be approved on Friday, September 25.

Adjournment – MOTIONED BY: Tim Daniel; SECONDED BY: Zach Keller to adjourn the meeting at 4:47 pm. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

Clerk

President