

Mandan Park District  
Board Meeting Minutes  
July 11, 2022

The Board of Park Commissioners duly met in special session on Monday, July 11, 2022, at City Hall, 205 2<sup>nd</sup> Ave NW in the Bosch Froelich room.

**Attendees:**

Park Commissioners: Vice President Miles Mehlhoff, Jen Froehlich, Stan Scott and Layn Mudder.

Park District Staff present: Cole Higlin, Teri Welch

Legal Council: Arlen Ruff

Absent: President Meschke

Vice President Mehlhoff called the meeting to order at approximately 5:30pm, CDT.

**Public Communication:** No one appeared.

**Minutes:** Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the June 13, 2022 regular meeting and June 16, 2022 special meeting. Motion passes 4-0.

**Item #1** Abigail Martwick; Haga Kommer presented the 2021 audit with a clean opinion. The audit committee reviewed the audit which included President Meschke, Director Higlin and Accounting Manager Welch and recommended approval of the 2021 audit. Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve the 2021 audit as presented; motion passes 4-0.

**Item #2:** Director Higlin requested approval to allow ICON Architecture Firm to proceed with bid documents to bid the Park Operations Maintenance building in November 2022. Director Higlin stated that we are already 80% through design and if bids come in higher than the anticipated budget of \$2.8 million to \$3.1 million that we can reject bids and re-evaluate the project later. Motion by Commissioner Mudder and seconded by Commissioner Scott to approve advertising the Park Operations Maintenance Building for November 2022. Motion passes 4-0.

**Item # 3:** Director Higlin presented interest rate bids from five different banking institutions. Dakota Community Bank & Trust had the lowest interest rate of 3.01% for a 7 yr term for the rodeo arena. BNC Bank had lowest interest of 3.22% for a 20 yr term with a 10yr fixed rate for the tennis center. Director Higlin stated that in 10 yrs we will need to either refinance the project with rates at that time or we can lock into the proposal submitted by BNC for 1.05 bases points. Director Higlin stated that we had a conference call with Attorney Ruff, President Meschke and Accounting Manager Welch to determine if we qualified for the loans that we are presenting tonight for approval. The rodeo arena loan is pledged 100% from the fundraising efforts and is not backed by future property tax collections. The tennis center loan is a lease to Mandan Tennis LLC and even though the Park District owns the property, Mandan Tennis LLC is responsible for the payments. Attorney Ruff stated that he had a conversation with Scott Wegner a bond attorney used for loans that require pledging future property tax dollars. Attorney Ruff states that future tax dollars are not pledged for these loans as we are pledging fundraising and lease payments. Attorney Ruff's opinion states that we are in our legal right to borrow funds that are funded from non-tax dollars. Vice President Mehlhoff asked what happens if Mandan Tennis LLC backs out of their lease, what happens to the Park District regarding the current loan terms and conditions. Attorney Ruff stated that there is risk and that we may have to refinance the project and assume a new loan regarding the debt. Motion by Commissioner Froehlich and seconded by Commissioner Scott to award BNC Bank for 3.22% and a 20 yr term with a 10yr fixed rate for the Mandan Tennis Center and Dakota Community Bank & Trust for 3.01% for a 7 yr. fixed rate for the rodeo arena. Motion passes 4-0.

Commissioner/Staff reports: No report

Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the monthly bills. Motion passes 4-0.

### Check Summary Register

44345	ALYEA, CODY	7/12/2022	\$24.39	June Phone Reimb - Parks
44346	AVI SYSTEMS	7/12/2022	\$399.88	Security System materials
44347	BARTH, DALE	7/12/2022	\$20.00	June Phone Reimb -Parks
44348	BOBCAT OF MANDAN INC	7/12/2022	\$4,227.00	Zero Turn Mower - PW
44349	BOWERS EXCAVATING, LLC	7/12/2022	\$112,227.30	Phase 1 - City Water Connection - SB
44350	BSN SPORTS	7/12/2022	\$4,955.00	Piped Pant and Caps - Youth Baseball
44351	CENTRAL MECHANICAL INC	7/12/2022	\$70.00	Rooftop Unit Repair - SSC
44352	CITY OF MANDAN	7/12/2022	\$3,607.14	Unleaded and Diesel - Parks
44353	CLASSY CAKES	7/12/2022	\$1,557.00	Cookie Dough - RR
44354	CS DOORS INC	7/12/2022	\$1,631.59	Replaced Operator - Park Shop
44355	DAKOTA FENCE	7/12/2022	\$656.00	Fence repairs from storm damage - RR
44356	DAKOTA FIRE STATION INC	7/12/2022	\$145.00	Annual Fire Extinguisher Inspection - ASA
44357	DAKOTA PLAYGROUND	7/12/2022	\$980.76	Oodle Swing Cable - Parks
44358	DEUCES WILD SEPTIC	7/12/2022	\$340.00	Septic Tank - South Softball
44359	EAST SIDE JERSEY DAIRY INC.	7/12/2022	\$863.13	Milk - Summer MAC
44360	EASY PICKER GOLF PRODUCTS	7/12/2022	\$267.66	Range Tokens - PW
44361	FARSTAD OIL INC	7/12/2022	\$2,752.26	Propane - SSC
44362	FERGUSON WATERWORKS	7/12/2022	\$13.30	Sprinkler Repair - RR
44364	FRUEH, DAVE	7/12/2022	\$99.45	June Mileage Reimb - Rec
44365	HAWKINS INC	7/12/2022	\$6,897.38	Pool Chemicals - RR
44366	JOHS, CASEY	7/12/2022	\$130.46	June Mileage Reimb - Rec
44367	KLJ ENGINEERING LLC	7/12/2022	\$19,070.64	MTC - Design
44368	LEIER CAULKING INC	7/12/2022	\$185.00	Seal Wall to the Concrete - RR
44369	LEWIS & CLARK PTO	7/12/2022	\$2,000.00	Matching Grant for Playground
44370	MINNESOTA VALLEY TESTING	7/12/2022	\$0.00	Pool samples - RR
44371	MTI DISTRIBUTING INC	7/12/2022	\$280.00	Mower Repair - Park Shop
44372	NORTH DAKOTA GOLF	7/12/2022	\$3,510.00	2022 GHIN Dues - PW
44373	NORTHERN TROPHY &	7/12/2022	\$3,099.26	Ribbons - Track and Field
44374	NORTHWEST CONTRACTING	7/12/2022	\$672,180.90	DCP Rodeo Arena Pay App #1
44375	NRG TECHNOLOGY SERVICES	7/12/2022	\$43.82	Security System - Eagles Park
44376	PREBLE MEDICAL SERVICES	7/12/2022	\$60.00	Drug Test
44377	RED RIVER REFRIGERATION	7/12/2022	\$180.00	Monthly Ice Rink Ammonia Check - SSC
44378	ROTO ROOTER SEWER & DRAIN	7/12/2022	\$345.00	Toilet plugged - Softball fields
44379	NICOLE SCHERR	7/12/2022	\$92.07	June Phone Reimb - Admin
44380	SPIFFY BIFFS	7/12/2022	\$496.50	Portable Restroom - PW
44381	STARION INSURANCE	7/12/2022	\$7.00	Updates on Property Insurance
44382	STEINS INC	7/12/2022	\$5,867.98	Floor Scrubber
44383	STUCKSOLID GRAPHICS	7/12/2022	\$200.00	Raging Rivers Sign
44384	THE CREATIVE TREATMENT	7/12/2022	\$1,615.07	2022 Media videos
44385	THOMAS, KELLY	7/12/2022	\$50.00	June Phone Reimb - Admin
44386	US FOOD SERVICES INC	7/12/2022	\$34,798.25	Food - Summer MAC
44387	VOGEL, JODI	7/12/2022	\$600.00	June Office Cleaning- Admin
44388	WESTERN EDGE ELECTRIC, INC	7/12/2022	\$7,830.00	Rodeo Arena Pay app #2
44389	YEADON FABRIC DOMES LLC	7/12/2022	\$360,509.80	MTC Dome Payment #2
	<b>Total Checks</b>		<b>\$1,254,885.99</b>	
	<b>Credit Cards</b>		<b>\$35,794.72</b>	
	<b>07/08/22 Payroll</b>		<b>\$137,450.49</b>	
	<b>07/22/22 Payroll</b>		<b>\$129,577.85</b>	

Motion to adjourn the meeting was at approximately 5:22pm. Motion made by Commissioner Scott and seconded by Commissioner Froehlich; Motion passes 4-0.

*Cole Higlin*

Cole Higlin  
Clerk, Mandan Park District

*Wade Meschke*

Wade Meschke  
President, Board of Park Commissioners










# July 11 2022 minutes

Final Audit Report

2022-08-15

Created:	2022-08-15
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAC-0tQSIv5xAaqc6nR7KrrHQ97nqGVZD

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-  Document created by Kelly Churchill (kchurchill@mandanparks.com)  
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-  Document emailed to cole higlin (chiglin@mandanparks.com) for signature  
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Signature Date: 2022-08-15 - 5:54:57 PM GMT - Time Source: server- IP address: 96.3.192.114
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2022-08-15 - 7:28:19 PM GMT- IP address: 174.199.44.28
-  Document e-signed by Wade Meschke (wade.meschke@msd1.org)  
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