

**Minot Park Board Minutes**  
**March 15, 2016**

The Minot Park Board met on March 15, 2016 at 6:30 PM in the Community Room in the Municipal Auditorium.

Members Present: Nancy Beck, Chuck Emery, Cliff Hovda, and John Drady. Ron Merritt and Cindy Thomas were also present. Connie Feist was not at the meeting.

Personal Appearances: None.

Motion by Emery, second by Beck to approve the minutes from the February 11, 2016 meeting and the minutes from the March 8, 2016 meeting. Motion carried.

Motion by Hovda, second by Emery to approve bills in the amount of \$360,627.31. On roll call, all members voted yes.

Motion by Emery, second by Hovda to approve salaries in the amount of \$121,042.81. On roll call, all members voted yes.

Golf Committee Report: Motion by Hovda, second by Emery to approve the purchase of a sand bunker rake in the amount of \$18,083.75. There was only one bid received. On roll call, all members voted yes.

Motion by Hovda, second by Emery to declare the 1987 Sand Pro 14 surplus property. Motion carried.

Mike Chrest, golf course superintendent, appeared before the Board to present bids received on a greens mower. Chrest reported the bids were over budget. He would recommend rejecting the bids. Motion by Hovda, second by Beck to reject the bids received and rebid the equipment. On roll call, all members voted yes.

Hovda reported the drain project is going well. Chrest reported they should finish the project either Wednesday or Thursday. Hovda also reported the course is open.

Zoo Committee Report: Motion by Beck, second by Hovda to accept the quote from Dakota Fence in the amount of \$7,100.00 for an 'animal fence' along the perimeter fence in the duck pond. This was an AZA suggestion during the last inspection. On roll call, all members voted yes.

Motion by Beck, second by Emery to allow a day pass to all volunteers to be used any day in the current season, to be ongoing as the Zoo sees fit. Motion carried.

Motion by Beck, second by Hovda to allow the Zoo Crew to pursue the purchase of a digital sign for the Zoo. Motion carried.

Motion by Beck, second by Emery to allow the building of a black footed ferret exhibit and a bee exhibit in the Zoo if the grants applied for are received. Discussion was held on the bee exhibit. After discussion, the requests carried on roll call.

Discussion was held on the possibility of having to build an addition to the giraffe exhibit, as there had been discussion of possibly removing giraffes from northern zoos, if there is no exercise area available. There is money from the Minot Area Community Foundation for drawings for exhibits. After discussion with the Community Foundation, they have no problem redirecting the funds to this project. Motion by Emery, second by Hovda to use these funds to have drawings done for this addition. On roll call, all members voted yes.

Parks Committee Report: There was no Parks Committee held due to the fact of the special meeting.

Administration Committee Report: Discussion was held on the meeting times for the Zoo and Administration Committee meetings. After discussion, motion by Beck, second by Emery to change the Administration Committee meeting to 9 AM on the second Wednesday of the month and the Zoo Committee meeting to 12 Noon on the second Wednesday of the month. Motion carried.

Other Business: Elly DesLauriers, marketing and development director, appeared before the Board to go over the bids received on the playground for Ritchey Field in Roosevelt Park. After discussion, motion by Emery, second by Beck to approve the low bid received from BC6 in the amount of \$61,757.00 installed. On roll call, all members voted yes.

Motion by Hovda, second by Emery to declare 16 tables, one gas stove and two gas grills from the 19th Hole surplus property. Motion carried.

Shannon Paul, Horticulturist, appeared before the Board to present bids received on equipment. She reported the bids received for the two wide area mowers, one for Horticulture and one for Hoeven Park met specs, but were a bit over budget. Emery questioned if Hoeven needed this mower. Paul reported they will now be doing the Woodland Trail, Bark Park, and the north levee. She reported this equipment is more stable. Emery questioned where she would take the additional monies from? Paul reported she would use the equipment and buildings and grounds accounts to make up the difference. Hovda felt this was a good investment, as it will save time. Motion by Emery, second by Beck to approve the lease amount of \$12,529.43 per year from MTI for five years. On roll call, all members voted yes.

She then presented the bids for a utility vehicle for Corbett Field. She reported this was an outright purchase. There was only one bid received from MTI and it was slightly over budget. Drady questioned if this was a new piece of equipment. Paul reported that it was. Motion by

Hovda, second by Emery to accept the bid from MTI in the amount of \$12,118.31 for the new utility vehicle. Drady questioned where the overage would come from. Paul explained it would come from the building and grounds account. On roll call, all members voted yes.

Paul then presented the bids for the 72" mowers. She would recommend accepting the bid from Acme Tools in the amount of \$4,633.92 per year for a five-year lease. She reported the other two did not meet specs. Motion by Hovda, second by Beck to accept the bid from Acme Tools for a five-year lease at \$4,633.92 per year. After discussion, on roll call, all members present voted yes.

There were no administratively approved liquor permits.

Director's Report: Merritt reported interviews had been held for the Zoo Director position. A hiring committee was put together and applications were received both internally and from outside the system. After interviewing, the committee offered the position to Becky Dewitz and she has accepted the position.

Merritt also reported applications were accepted internally for the Operations Manager position. Interviews were held and the position was offered to Jarrod Olson. He has accepted the position and will transition to the position in the next week. Merritt reported there were great people from within the system to choose from.

Merritt then presented his report of the ongoing and upcoming projects for the Park District. Drady questioned the Maysa Parking lot project. Jarrod Olson reported the contractor on that project would be attending the expansion meetings so that coordination can be planned. Merritt reported there will be a Board training on April 19th, with details to be announced.

Commissioner's Reports: Hovda stated, if elected, this would be his third four-year term. He feels the current staff asks 'what they can do', as opposed to what 'they can't do'. He feels the attitude has shifted somewhat and is a nice thing to see.

Emery stated 'kudos to the golf course staff'. The course is open and looks great. He also reported the Maysa staff did a terrific job with the West Region Tournament, especially considering they were without water at the start of the tournament due to a water main break.

Drady would echo all the above comments and is encouraged with the staff. He stated he is amazed at how the Park District gets all the facilities open at approximately the same time. The staff does an awesome job and things look great. He issued a 'thank you' to all the staff.

There being no further business, the meeting was adjourned.

Cindy Thomas, clerk

John Drady, President

