

Minot Park Board Meeting

November 20, 2018

6:30pm

The Minot Park Board met on November 20 at 6:30pm in the Community Room of the Minot Municipal Auditorium.

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

There were no personal appearances.

Motion by Schmitt, second by Wharton to approve the October 16 Minot Park Board meeting minutes. Motion carried.

Motion by Emery, second by Wharton to approve the bills in amount of \$1,614,799.70. On roll call, all members voted yes.

Motion by Emery, second by Wharton to approve the salaries in the amount of \$157,442.67. On roll call, all members voted yes.

Financial Report

Department Head Reports

Jarrold Olson, Director of Operations presented his written report and had nothing to add. Olson presented Becky Dewitz, Roosevelt Park Zoo Directors report. He highlighted that the Roosevelt Park Zoo had seen 94,000 and hope to reach 95,000 following the Christmas at the Zoo event. Brian Matson, Maintenance superintendent reported they are working on the outdoor rinks.

New Business

Executive Director, Ron Merritt updated the board on the pension rate. City of Minot employees currently contribute 14.74% and Minot Park employee contribute 21.00%. Merritt explained with the proposed combination of parks and recreation there can only be one pension rate. Merritt recommended an equal rate which means they would have to adjust the 2019 budget lines in the amount of \$89,820.00 This would allow enough funding to adjust the pension rate to 14.74%. Minot Parks accountant Calyn Beckman presented a recommendation of where the funding for the adjusted pension rate as well as salary for the proposed Graphic Design position would come from.

Motion by Emery, second by Schmitt to approve the budget adjustment item for the pension buy down rate and the Graphic Position. On roll call, all members voted yes.

Merritt reported to the board he would like to begin a five year planning process. The process would start at the staff level and then move to the Minot Park Board. Merritt would like to see a community wide meeting to be held in February.

Old Business

Beckman presented Language from NDPERS.

A motion was made by Commissioner Emery for the Minot Park District to affirm to the North Dakota Public Employees Retirement System that the Minot Park District formed pursuant to the N.D.C.C. & 40-49 and is neither a non-profit corporation nor a for-profit corporation, to join the NDPERS Defined Benefit Retirement Plan and offer the plan to all eligible employees of the Minot Park District. The motion was seconded by Olson. On roll call, all members voted yes. The board approved joining the NDPERS Defined Benefit Retirement Plan effective January 1, 2019.

Merritt presented an update on the proposed combination of Minot Parks and the Minot Rec Commission. He reported that leases on facilities continue to be worked on as well as the joint powers agreement between the Minot Park District and the City of Minot. Merritt has been in contact with Senator Karen Krebsbach to discuss drafting language for the Century Code that would allow transfer the of funds from the City of Minot to the Minot Park District.

Merritt gave an update on the superfund site land near the MAYSA Arena. He reported that the staff had met with the City of Minot and that the Minot Park Board wants to start construction on the project in May of 2019. The City of Minot will be in contact with the EPA and Minot Park staff will follow up on progress.

Commissioner Schmitt gave an update on the land next to the MAYSA Arena. He reported that he met with Minot Park admin staff along with MAYSA Arena Manager, Bob Gillen. He reported with the additional recreational opportunities with the superfund site the land has a lot of potential for the Minot Park District. Executive Director, Ron Merritt commented he would like to see a new site survey be done by Ackerman Estvold on the project. Commissioner Schmitt recommended a new appraisal and site survey be done on the land and to hold a special board meeting to discuss potential future land use.

Motion by Emery, second by Wharton to move forward with a new appraisal and site survey on the land next to the MAYSA Arena. On roll call, all members voted yes.

Merritt gave and update on the outdoor recreation area. Merritt reported they met with landowners for the water easement and pump station as well as a landowner for physical access to the property. They will be following up with land owners within the next week. Merritt also reported the property will be going before the planning commission in January for a zone change.

Executive Directors Report

Merritt reported they are continuing to meet with the Magic City Discovery. They are also working with the NDDOT on a potential easement for the Discovery Center. Merritt reported that Beckman is working on cost recovery analysis for all of the Minot Park facilities. Merritt also reported Audubon Dakota was in town for a site visit to pick the initial site they would start restoration. Merritt reported staff continues to work on waterslide estimates for restoration and Fun Zone planning for the MSU Bubble. Merritt reported they would be meeting with the Minot Daily News next week to go over upcoming projects. Merritt also reported he met with Ryan Ackerman to review long range planning for flood control in the area of Roosevelt Park and the Roosevelt Park Zoo.

Commissioner Reports

Commissioner Wharton thanked Commissioner Schmitt for looking into the land next to the MAYSA. He also wanted to pass on his condolences to the Whetter family for their loss of long time park employee Bob Whetter. Commissioner Emery asked for an update of the Ramstad property. Commissioner Hovda reported Ron Merritt and himself met with Mark Vollmer from Minot Public Schools. Dr. Vollmer is aware the park district is interested in the property. Shannon Straight from the Minot City Council asked that the Minot Park District keep the old Washington School property in mind as well when future planning. Commissioner Hovda asked that the board consider Christmas Eve day a holiday due to it falling on a Monday.

Motion by Emery, second by Wharton to forgive Christmas Eve day for all nonessential Minot Park Employees. On roll call, all members voted yes.

Commissioner Hovda reported he was impressed with the Park District planning over the past five years and that he is excited to have the Minot Park staff along with the Minot Park Board and the community engaged for our next five-year plan.

Director of Operations presented a pass-through bill in the amount of \$39,443.28 for the South hill softball complex.

Motion by Emery, second by Wharton to approve the bill in the amount of \$39,443.28 for the South Hill Softball complex. On roll call, all members voted yes.

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

Cliff Hovda, President

Elly DesLauriers, Clerk