

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JANUARY 19, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Skarphol, Collings, Kaiser, Slette, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Arola, Ludlum.

PRES. Grondahl called the meeting to order.

Several letters from Nancy Selby's class were passed around requesting a new Recreation Center. Nancy Selby was present and Pres. Grondahl said he would meet with the class at a later date.

MOTION BY Kaiser SECONDED BY Skarphol we approve the minutes of the last meeting as received. MOTION CARRIED.

MOTION BY Skarphol SECONDED BY Collings we approve Park Dist. bills in the amount of \$122,514.24. ROLL CALL AYE: Skarphol, Collings, Kaiser, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Kaiser we approve Boys Baseball bills. ROLL CALL AYE: Skarphol, Collings, Kaiser, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Collings SECONDED BY Kaiser we approve Park Dist financial statement. ROLL CALL AYE: Skarphol, Collings, Kaiser, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Skarphol SECONDED BY Slette we approve Boys Baseball financial overview. ROLL CALL AYE: Skarphol, Collings, Kaiser, Slette, Grondahl. NAY: None. ABSENT: None.

REPORTS – Busy moving snow from the parking lot at the Rec Center, Busy March coming up – Basketball going good with help from parents – Middle School kids will be meeting about positive choices – Spring Lake Park had 2000 cars go through the display –New Years eve party 310 kids.

OLD BUSINESS – Audit – asked more questions – need to sign a contract – will check with the State Auditors about audit – half price.

Comm Bldrs Playground - \$280,000.00 raised so far – looking for a July 4<sup>th</sup> opening One Cent Sales Tax –Need to approach the City Commission to request a Sales Tax Committee be formed to investigate our request – a member of the Tea Party said they were going to vote against the one cent tax.

Employee Policy & Procedure Manual – No report.

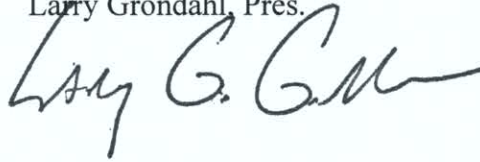
Rec Coord/Comm Position - Mike Amundson has been hired – starts Monday – needs an apartment.

NEW BUSINESS – Weight Room Request – Ludlum asked permission to move the weight room to the area where the aerobics class has been held – no classes in session

now – they need a new floor and he recommended puzzle pieces over a rolled floor – approximate cost of the new floor and a laminate floor in the aerobics room would be \$6,500.00 - at this time Pres Grondahl turned the meeting over to V Pres Kaiser as he had a ball game to referee – MOTION BY Collings SECONDED BY Skarphol we approve Option #1 plus \$1500.00 for laminate flooring. ROLL CALL AYE: Skarphol, Collings, Slette, Kaiser. NAY: None. ABSENT: Grondahl.  
The college will help move the weight room equipment.

MOTION BY Skarphol SECONDED BY Collings the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



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ATTEST:

  
Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. FEBRUARY 16, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Kaiser, Skarphol, Slette, Grondahl.  
ABSENT: Collings  
OTHERS: Larvick, Krueger, Arola, Amundson.

Pres Grondahl called the meeting to order.

Glen Granrud of the Tea Party asked for list of improvements the Park Board is planning and suggested that a 243% increase in income is too much

MOTION BY Kaiser SECONDED BY Slette we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Skarphol SECONDED BY Kaiser we approve Park Dist. bills in the amount of \$188,014.77. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Slette SECONDED BY Skarphol we approve Boys Baseball bills. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Kaiser SECONDED BY Skarphol we approve Park Dist. financial statement. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Slette SECONDED BY Skarphol we approve Boys Baseball overview. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None ABSENT: Collings

REPORTS – Moving snow – Ludlum attended workshop on tennis – Golf sign-ups sent out to Men's, Women's and Moose Leagues  
Splash pad location – Davidson Park and Dakota Park – No staff on hand during the day at Dakota Park – Davidson Park has staff there 8 hours a day. MOTION BY Kaiser SECONDED BY Skarphol we go on record as committing Davidson Park for the Splash Pad. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: Collings

OLD BUSINESS – Audit report – good report – need more staff – no red flags.  
MOTION BY Kaiser SECONDED BY Skarphol we approve the audit report. ROLL CALL AYE: Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: Collings  
One cent sales tax – no report.  
Weight room update – ready for flooring

NEW BUSINESS – Park sales tax committee consists of Koeser, Kautzman, Bekkedahl, Schoep – Grondahl, Collings, Krueger, Stillwell.  
Spring summer brochure – will be out April 1<sup>st</sup>.  
Star Fund Awards – Boy Scouts to redo the shelter on the East side of Spring Lake Park –

Spring Lake lights and Boys Baseball \$2,500.00 for Regionals

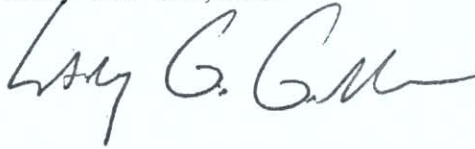
March meeting moved to the 23<sup>rd</sup> at the Rec Center

MOTION BY Slette SECONDED BY Skarphol the meeting adjourn. MOTION CARRIED.

ATTEST:

  
Jordis Larvick, Clerks

Larry Grondahl, Pres.



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MARCH 23, 2010 AT RAYMOND FAMILY COMMUNITY CENTER.

PRESENT: Skarphol, Slette, Collings, Grondahl.  
ABSENT: Kaiser.  
OTHERS: Larvick, Krueger, Amundson, Ludlum.

PRES. Grondahl called the meeting to order.  
NO Correspondence was received.

MOTION BY Slette SECONDED BY Skarphol we approve the minutes of the previous meeting as received. MOTION CARRIED.

After a discussion about bills for ice removal and the haunted house MOTION BY Skarphol SECONDED BY Slette we approve Park Dist. bills in the amount of \$97,871.49. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser.

MOTION BY Collings SECONDED BY Skarphol we approve Boys Baseball bills. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser.

MOTION BY Slette SECONDED BY Collings we approve Park Dist financial statement. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser

MOTION BY Slette SECONDED BY Skarphol we approve Boys Baseball financial overview. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser.

REPORTS – Cote and crew has done a lot of work at the Rec Center – fence at the Baseball park needs work – Rec Supt getting ready for summer – working on a Bull Rider event, could make good money – Rec Coord – good volleyball numbers - Brochure will be out next week.

OLD BUSINESS – Comm Bldrs Playground – moving forward – need 100K – equipment will be here April 12<sup>th</sup>.

1 cent sales tax – Committee met once and have another on Thursday – not sure when the school levy stops.

Emp Policy and Procedure Manual – set date for meeting with the committee.

Weight room update – up and running – people are really happy and usage has increased. Spring summer brochure – out next week – registration starts April 5<sup>th</sup>.

NEW BUSINESS – RFCC Compressor – Either \$35,000 or 125,000. New one \$33,500 plus \$7,500 for ventilation system. We need to bid this. MOTION BY Collings SECONDED BY Slette we call for bids for a new compressor. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser.

Golf Course opening – Tentative date of April 15<sup>th</sup>.

Audit 08-09 - \$16,500 price from Eide Bailey. MOTION BY Slette SECONDED BY Skarphol we hire Eide Bailey for the audit. ROLL CALL AYE: Skarphol, Slette, Collings, Grondahl. NAY: None. ABSENT: Kaiser.  
Lease offer – 77 acres at Spring Lake Park – Need a committee to look into the offer. Grondahl, Collings, and Krueger were appointed.

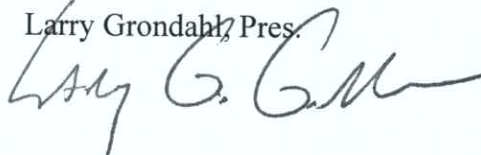
Kim Semenko appeared as a concerned parent about a local basketball tournament. She said local teams were not informed about the tournament. It was listed in the brochure that was printed. She had thrown it away. Krueger stated the Parks Dept were not involved with traveling teams.

MOTION BY Collings SECONDED BY Skarphol the meeting adjourn. MOTION CARRIED.

ATTEST:

  
Jordis Larvick

Larry Grondahl, Pres.



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. APRIL 20,2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Collings, Kaiser, Skarphol, Slette, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum.

Pres. Grondahl called the meeting to order.

Tea Party Granrud and Evans would like the Park Dist. to request ½ cent tax instead of on whole penny.

MOTION BY Slette SECONDED BY Collings we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Collings SECONDED BY Skarphol we approve Park Dist. bills in the amount of \$229,463.75. ROLL CALL AYE: Collings, Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Kaiser we approve Boys Baseball bills. ROLL CALL AYE: Collings, Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Kaiser SECONDED BY Slette we approve Park Dist. financial statement. ROLL CALL AYE: Collings, Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: None.

MOTION BY Skarphol SECONDED BY Collings we approve Boys Baseball financial overview. ROLL CALL AYE: Collings, Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT: None.

REPORTS – Ready for summer stuff – removed trees from Harmon Park – will replace them – Key available for rest rooms at Harmon Park for special events.  
Sprinkler problems at Golf course – salamander problems – promote tennis programs at various schools – arena being rented out more than previous years – getting ready for baseball – volleyball going good.

OLD BUSINESS – Comm. Bldrs Playground – its big and exciting – open July 1<sup>st</sup>  
One cent Sales tax – next meeting Thursday, April 29 at 7:30 P.M.

Employee policy – no update

RFCC compressor – Bids have been advertised to be opened May 17 at 1:30 P.M.

RFCC Hockey Boards – contacted a person at Grand Forks – has more experience

Audit 2008-2009 – June 7<sup>th</sup> for the audit – will take 3 to 5 days.

Railroad park update – Start construction may 17<sup>th</sup> – hope to conclude in November

NEW BUSINESS – Elks Youth Day – May 11<sup>th</sup> – Park Board on May 18<sup>th</sup>

Haunted House 2010 – Anonymous donor gave \$1,000.00

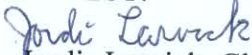
Spring Lake Park oil lease - 77 acres – bid from Kasmer and Aafedt

MOTION BY Kaiser SECONDED BY Collings we accept the Spring Lake Park oil lease with Kasmer & Aafedt. ROLL CALL AYE: Collings, Kaiser, Skarphol, Slette, Grondahl. NAY: None. ABSENT; None.

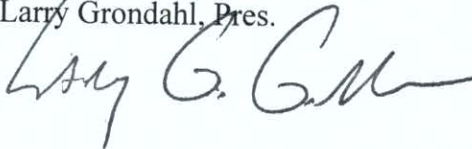
Kaiser and Skarphol did not turn in petitions for re-election

MOTION BY Kaiser SECONDED BY Skarphol the meeting adjourn. MOTION CARREID.

ATTEST:

  
Jordis Larvick, Clerk

Larry Grondahl, Pres.





A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 6:00 P.M. APRIL 27, 2010 IN THE RAYMOND FAMILY COMMUNITY CENTER CONFERENCE ROOM.

PRESENT: Slette, Skarphol, Collings, Kaiser.

ABSENT: Grondahl.

OTHERS: Larvick, Krueger, Aisenbrey.

V Pres. Kaiser called the meeting to order.

Krueger reported the well at the Golf Course the casing caved in. Aisenbrey said he had about two days of water in the pond enough to water the greens. They need to get permission to contract for construction without getting bids which is authorized under 48-01. 2-04 – emergency exception.

MOTION BY Skarphol SECONDED BY Collings we authorize Krueger to contact Agri-Industries about the well. ROLL CALL AYE: Slette, Skarphol, Collings, Kaiser. NAY: None. ABSENT: Grondahl.

MOTION BY Skarphol SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Bruce Kaiser, V. Pres.

ATTEST:

  
Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 18, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Skarphol, Collings, Slette, Grondahl.

ABSENT: Kaiser

COUNTERPARTS: Monson, Slade, Roth, Stoner, Nelson

OTHERS: Larvick, Krueger, Amundson, Ludlum.

PRES. Nelson called the meeting to order

Correspondence was received from the City asking if we would like to include our acreage in the bidding process they are planning.

Bob Eynon asked if state law was followed on bids for Spring Lake Park oil lease. He suggested getting our attorney's written approval that it is okay to privately lease the acreage. Brad Bekkedahl, City Commissioner appeared and stated the City is going thru the bidding procedure on the airport property.

Thank you notes from Rickard School for tennis and golf lessons.

MOTION BY Stoner SECONDED BY Slade we approve the minutes of the previous meetings. MOTION CARRIED.

MOTION BY Slade SECONDED BY Roth we approve Park Dist bills in the amount of \$165,931.82. ROLL CALL AYE: Monson, Slade, Roth, Nelson. NAY: None.

ABSENT: Kaiser.

MOTION BY Stoner SECONDED BY Monson we approve Boys Baseball bills. ROLL CALL AYE: Monson, Slade, Stoner, Nelson. NAY: None. ABSENT: Kaiser.

MOTION BY Roth SECONDED BY Monson we approve Park Dist financial statement. ROLL CALL AYE: Monson, Slade, Roth, Nelson. NAY: None. ABSENT: Kaiser.

MOTION BY Slade SECONDED BY Monson we approve Boys Baseball financial overview. ROLL CALL AYE: Monson, Slade, Roth, Nelson. NAY: None.

REPORTS – Cote and crew did a good job on new playground and Harmon Park for Band Day - Fairway mower on last legs – men's league full – 3 teams going to Grand Forks Memorial Day – Bike rodeo going on now – Ready for summer.

OLD BUSINESS – Comm Bldrs Playground update – raised enough money for playground – need money for splash pad – playground opening July 1<sup>st</sup>.

One cent sales tax – working on ballot language

Employee policy – no update.

RFCC compressor – one bid for \$42,508.00. MOTION BY Slade SECONDED BY Roth we refuse the bid and go out for new bids. ROLL CALL AYE: Monson, Slade, Roth, Nelson. NAY: None. ABSENT: Kaiser.

Hockey Boards – bids are out, opening June 14<sup>th</sup>.

Water well - \$29,750.00 from Agri Industries

NEW BUSINESS - Jim Cote 2010 Governors Award accepted by Amy Krueger for Jim.

Cathy Corbett Career Celebration – retiring May 26<sup>th</sup> –open house from 1 to 6 –  
Ceremony at 5:15 P.M.

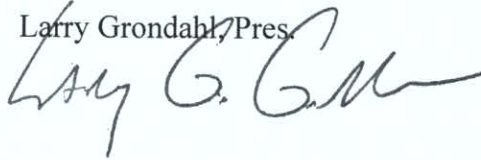
MOTION BY Skarphol SECONDED BY Slette we ratify the actions taken by our  
counterparts at this meeting. MOTION CARRIED.

MOTION BY Monson SECONDED BY Slade the meeting adjourn. MOTION  
CARRIED.

ATTEST:

  
Jordis Larvick, Clerk

Larry Grondahl, Pres.



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 15, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Kaiser, Slette, Skarphol, Collings, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum.

Three thank you letters for fishing lessons, from the City for bicycle safety – and Kim Semenko about baseball stuff were mentioned.

MOTION BY Collings SECONDED BY Skarphol we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Kaiser SECONDED BY Collings we approve Park Dist. bills in the amount of \$169,721.76. ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Kaiser we approve Boys Baseball bills. ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None. ABSENT: None.

MOTION BY Skarphol SECONDED BY Kaiser we approve Park Dist. financial statement. ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Skarphol we approve Boys Baseball financial overview. ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None. ABSENT: None.

REPORTS – Park Supt – mowing grass – moved fence – benches in tennis courts. Golf – well is up and running – course is in great shape – 17 teams for tournament – Men's league is good – Moose league full – Jim Moen had hole in 1 on #3 Rec Supt – Baseball in full swing – Parents are helping a lot – tennis numbers are double thanks to Jeremy for promoting the sport. Rec Coord – Babe Ruth league under way – weather cancelled 3 games. Rec Coord-Comm – dealing with rain outs – pool opened June 7<sup>th</sup> – swim lessons numbers huge – 13 life guards on duty.

OLD BUSINESS – Comm. Bldrs playground update – is functional and numbers of kids already using it – July 1<sup>st</sup> will be the grand opening – from 5 to 6:30 American Legion Post #37 will be cooking hamburgers and hot dogs – Blue T shirts will be furnished by Pepsi and red ones will be furnished by Coca Cola – program at 6:30 P.M.

ONE CENT SALES TAX – meeting the end of the month – sample ballot at next meeting.

EMPLOYEE POLICY & PROCEDURE MANUAL – No update.

RFCC COMPRESSOR – two bids \$45,195.00 from Cimco - \$43,508.00 from Norlock.

MOTION BY Collings SECONDED BY Slette we accept the Cimco bid for \$45,195.00.

ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None.

ABSENT: None.

RFCC HOCKEY BOARDS - \$59,800.00 new - \$44,900.00 used from Becker Arena Products Inc. MOTION BY Collings SECONDED BY Skarphol we accept the new board bid from Becker Arena Products Inc.. ROLL CALL AYE: Kaiser, Slette, Skarphol, Collings, Grondahl. NAY: None. ABSENT: None.

NEW BUSINESS – Kaiser and Skarphol were presented plaques for their service to the Park Board – at this time Wilt and Callahan joined the Board.

Election for President – MOTION BY Collings SECONDED BY Slette Larry Grondahl be re-elected as President. ROLL CALL AYE: Wilt, Slette, Callahan, Collings. NAY: None. ABSENT: None. ABSTAIN: Grondahl.

Vice President – MOTION BY Slette SECONDED BY Collings Ken Callahan be elected as Vice President. ROLL CALL AYE: Wilt, Slette, Collings, Grondahl. NAY: None. ABSENT: None. ABSTAIN: Callahan.

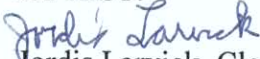
Clerk – MOTION BY Collings SECONDED BY Wilt Jordis Larvick be appointed Clerk of the Park Board. ROLL CALL AYE: Wilt, Slette, Callahan, Collings, Grondahl. NAY: None. ABSENT: None.

COMMITTEE ASSIGNMENTS – Budget, Grondahl & Callahan – Personnel, Wilt & Collings -- Golf Course, Slette & Callahan – Parks, Grondahl & Collings – Baseball, Collings – Pool, Slette -- Recreation, Wilt – RFCC, Collings & Wilt – Forestry, Slette – One cent sales tax, Callahan & Grondahl.

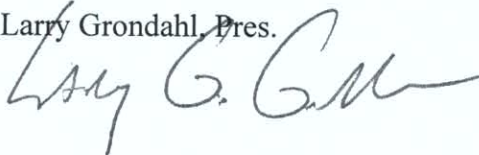
Budget for 2011 – Preliminary August 16 – Final on September 21.

MOTION BY Collings SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

ATTEST:

  
Jordis Larvick, Clerk

Larry Grondahl, Pres.



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JULY 20, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Collings, Wilt, Grondahl – Slette and Callahan on speaker phone.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Arola, Amundson.

PRES. Grondahl called the meeting to order.

Discussed need for a walk way between the library and the park and better maintenance on the smaller parks. Stephanie Tangedahl and Nikki Leninger appeared on baseball and softball problems. No information going out to parents on scheduling and tournaments. The coaches need better supervision as they are not coaching, just standing around. Also we need a Cal Ripkin field with a raised pitching mound. Collings, Wilt and Krueger were to meet on these issues.

MOTION BY Callahan SECONDED BY Slette we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Collings SECONDED BY Wilt we approve Park Dist. bills in the amount of \$321,794.61. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

MOTION BY Collings SECONDED BY Wilt we approve Boys Baseball bills. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None

MOTION BY Wilt SECONDED BY Collings we approve Park District financial statement. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

MOTION BY Wilt SECONDED BY Callahan we approve Boys Baseball financial overview. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

REPORTS – 3300 rounds of golf in 24 days – Need to improve the grass at Western Star Complex – two baseball tournaments coming up – 1<sup>st</sup> National tourney received a lot of good comments about Aafedt field – Katie Keogh tennis tourney was great with a good turnout .

OLD BUSINESS – Comm. Bldrs Playground update - \$50,000.00 check next week for the splash pad.

ONE CENT SALES TAX – Met with the City and worked out the language for the ballot planning on a late March or April special election.

Employee Policy & Procedure manual – need to set a time line and take action.

AUDIT REPORT 2008/2009 – Good report – some recommendations to look at

BUDGET 2011 – Preliminary August 17 – Final by Sept 21

NEW BUSINESS – Oil lease revenue - \$231,000.00 received from K & A – Need to hold some money in reserve.

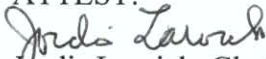
Park rest rooms – Vandalism is bad – they are open for special events – keys are available at the Rec Center – Maybe the police will lock them at a set time  
State Conference in Fargo Sept 14 – 16.

Nation Congress Oct 25 – 29 in Minneapolis, MN Krueger asked for permission for himself and three staff members to attend. MOTION BY Wilt SECONDED BY COLLINGS we authorize expenses for the staff to attend the National Congress in Minneapolis. Krueger stated we get one registration free with the four original. ROLL CALL AYE: Collings, Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: None.

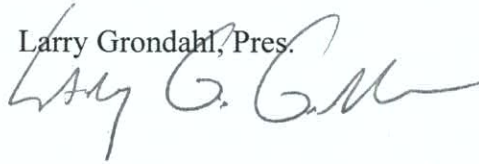
Fall/Winter Brochure – will be out the first week of school.

MOTION BY Callahan SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

ATTEST:

  
Jordis Larvick, Clerk

Larry Grondahl, Pres.



SPECIAL MEETING OF THE BOARD OF COMMISSIONERS WAS HELD AT 5:30 P.M. AT THE RAYMOND FAMILY COMMUNITY CENTER.

Aug 2.

PRESENT: Collings, Wilt, Slette, Callahan, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Arola, Amundson.

President Grondahl called the meeting to order and stated the purpose of this meeting is to determine if we want to sell the Western Star Property.

John Liffriig stated he has two persons interested in the property.

We can use the money, but we would lose the only intown land we have for development.

Bruce Kaiser recommended selling now or these people will find other land.

MOTION BY Slette SECONDED BY Collings we proceed with selling the land at Western Star Property.

ROLL CALL AYE: Collings, Wilt, Slette, Grondahl. NAY: Callahan. ABSENT: None.

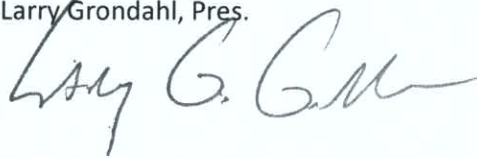
We need another meeting to finalize the deal set for 5:30 P.M. Thursday, August 5<sup>th</sup>.

MOTION BY Callahan SECONDED BY Wilt the bidders have till noon August 5<sup>th</sup> to submit their bids.

MOTION CARRIED.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



ATTEST:

  
Jordis Larvick, Clerk



A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. ON AUGUST 5, 2010.

PRESENT: Slette, Wilt, Callahan, Collings, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Arola.

Pres. Grondahl called the meeting to order.

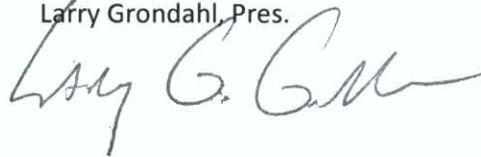
Tom Selby appeared and stated the land in question was given to the Park Dist by the City to develop a park. He stated this was probably stated on the deed.

MOTION BY Callahan SECONDED BY Wilt we go into executive session. MOTION CARRIED.

After the executive session the board went back into regular session. Pres. Grondahl said the attorney recommended calling for bids on the land – sealed bids – after 21 days notice. MOTION BY Callahan SECONDED BY Wilt we research the deed and if it is clear we put the property up for bids. ROLL CALL AYE: Slette, Wilt, Callahan, Collings, Grondahl. NAY: None. ABSENT: None.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



ATTEST:

  
Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. AUGUST 17, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT : Wilt, Callahan, Slette, Grondahl.

ABSENT : Collings,

- OTHERS: Larvick, Krueger, Amundson, Ludlum, Arola.

Pres. Grondahl called the meeting to order.

Callahan received an E mail from Chet Hill requesting gravel in the NW corner of Harmon Park to cover mud.

MOTION BY Slette SECONDED BY Callahan we approve minutes of three previous meetings as received.  
MOTION CARRIED.

MOTION BY Slette SECONDED BY Wilt we approve Park Dist. Bills in the amount of \$297,191.85.

ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Slette SECONDED BY Callahan we approve Boys baseball bills. ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Callahan SECONDED BY Wilt we approve Park Dist. Financial statement. ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings.

MOTION BY Callahan SECONDED BY Slette we approve Boys Baseball financial overview. ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings.

Callahan recommended revising our bill paying system as the one we are using is very confusing.

REPORTS – Cote is losing his college students – keeping up with the mowing – corrected vandalism at Harmon Park – discussed putting cameras in Harmon Park – we tried that and the cameras were destroyed – Police Dept. has agreed to lock up the rest rooms at various parks – Golf tournaments coming up – Coach Healy and volunteers helped with youth golf – Football camp went well with 95+ kids who have checked out equipment – Midwest Plains Tourney went well with a lot of good volunteers – Flag football started – outdoor pool is free on Saturday – will be closing on Sunday.

OLD BUSINESS – Comm. Bldrs Splash pad – Went to Minot and checked out their splash pad – we need to update portions of ours to eliminate dirt and wood chips to get into our splash pad – also need light and a fence for security

One cent sales tax – Sept 9<sup>th</sup> next meeting with the city.

Emp Policy & Procedure manual – no report

2011 Preliminary budget – Mill levy will increase due to specials.

MOTION BY Callahan SECONDED BY Wilt we approve the preliminary budget for 2011. ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings

Oil Lease Revenue – Received \$231,000.00 Need to put some money in reserve. MOTION BY Callahan SECONDED BY Slette we put \$100,000.00 in reserve , \$50,000.00 in 6 and 9 month CD's and put \$10,000.00 on the fence at Spring Lake Park. ROLL CALL AYE: Wilt, Callahan, Slette, Grondahl. NAY: None. ABSENT: Collings.

NEW BUSINESS – Overnight camping – Dan Gerrity was opposed to the camping – Grondahl visited with some of the campers and they were looking for work and appeared to be good people – Krueger said they help clean up the park and vandalism is down – Ralph Larson said these people are here to work and we need to make them feel wanted – Callahan said we need to have a registration program for this – the Police Dept. will check these people out if they register – the staff is to create a sign up form and signs showing that they have registered – Parks Comm., Amy Krueger, and Tate Cymbaluk were appointed a committee to develop a policy for campers. MOTION BY Callahan SECONDED BY Slette we form a committee of Parks Comm., Amy Krueger and Tate Cymbaluk to create a registration for tent campers. MOTION CARRIED.

Western Star Property sale – a Surveyor is coming to get a legal description so we can call for bids.

Master Plan – The Star Fund has funded other entities with their plans and we should request their help.

MOTION BY Callahan SECONDED BY Wilt we send a letter to the Star Fund requesting \$35,000.00 for a Master Plan and Strategic operating plan. MOTION CARRIED.

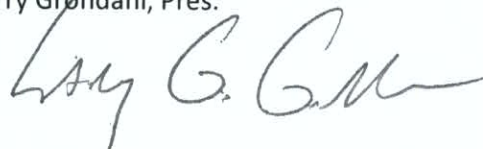
Minutes request – Callahan asked if the minutes can be sent in an E mail a week after the meeting to see what actions were taken and what they need to do.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:

  
Jordis Larvick, Clerk



SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 8, 2010 AT RAYMOND CENTER, WILLISTON, N.D.

PRESENT: Collings, Wilt, Slette, Callahan, and Grondahl  
ABSENT: None  
OTHERS: Krueger and Ludlum

PRES. Grondahl called the meeting to order.

**CAMPING AT DAVIDSON PARK**

Grondahl ask Detective Mark Hanson, who was sitting in the crowd, to review the activity at the park from the perspective of the police. Hanson stated the following: The Williston Police Department has received an increasing number of calls, most of which have been alcohol related, which has caused unruly behavior and driving under the influence. He also stated they have noticed the number of tents keeps increasing and the number of calls keeps increasing. From past experience Hanson believes the number of campers and the number of issues will continue to increase until the weather causes a decrease. Hanson also stated that the Williston Police Department is willing to help the park district and is looking for direction from the park district.

Callahan walked through the park on Saturday September 4, 2010 and reported the following: Callahan had heard a lot of swearing and vulgarity. Multiple campers were rude to children, park patrons, as well as Callahan himself. Callahan still believes that there are multiple campers trying to help the situation.

Grondahl stated he felt the park district had three options: 1) Do nothing and continue with the status quo. 2) Pick a date to close the park to camping. 3) Close the park to camping immediately.

MOTION BY CALLAHAN to close camping October 1, 2010 and to enforce camping registration, no alcohol, no unruly behavior, etc.

The following is a summary of the comments by the general public in attendance: Five campers were at the meeting. They stated that there is an increase in the issues at the park, all most all are alcohol related, and they are calling the police and trying to help the cause however they can. They also stated that they are trying to make enough money to get a permanent place to live, but rentals are few and far between and the ones that are available are very expensive. A citizen of Williams County came to say she would like to help. She would like someone to recommend people that live in the park that she could let camp in her back yard and maybe as they got to know each other move in and rent out her basement. Krueger and Grondahl explained that no one from the Park District knows the campers of Davidson Park well enough to give them a reference and will not take on that liability.

MOTION to close camping October 1, 2010 RESINDED BY CALLAHAN.

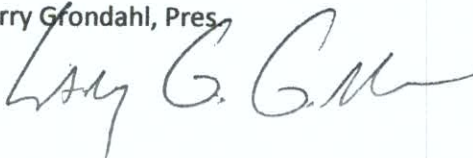
MOTION BY WILT SECOND BY CALLAHAN to close Davidson Park to camping effective November 1, 2010, to work with law enforcement to maintain order, and no new campers effective September 9, 2010.

ROLL CALL AYE: Wilt, Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: None

The Williston Park District will notify the City Commission of our stance.

MOTION BY CALLAHAN SECOND BY SLETTE TO ADJOURN THE MEETING. MOTION CARRIES.

Larry Grondahl, Pres.



Attest:



Jeremy Ludlum, Recreation Superintendent

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 21, 2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Slette, Wilt, Collings, Callahan, Grondahl.

ABSENT None.

OTHERS: Larvick, Krueger.

Pres. Grondahl called the meeting to order.

Krueger presented the Golden Egg Award to the Williston Community Builders from NDRPA.

MOTION BY Slette SECONDED BY Wilt we approve the minutes of previous two meetings. MOTION CARRIED.

MOTION BY Collings SECONDED BY Callahan we approve Park District bills in the amount of \$271,979.80.

ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl.

MOTION BY Slette SECONDED BY Callahan we approve Boys Baseball bills. ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl.

MOTION BY Callahan SECONDED BY Collings we approve Park Dist. Financial statement. ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl.

MOTION BY Callahan SECONDED BY Slette we approve Boys Baseball financial overview. ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl.

REPORTS – Fences at Western Star and the golf course were driven through – both drivers have been located – Golf course – ordered mulch – transmission on water truck went out – several golf tournaments have been held with good participation – tackle football started – 4 X 4 basketball started

Need lights and nets on basketball courts – Rec program manuals are coming – Volleyball up and running – flag football has 76 kids – Grenora in the program – youth soccer has 115 kids – pool closed August 22<sup>nd</sup> – Will research skiing on the golf course in the Winter.

OLD BUSINESS – No report on Community Builders Playground/Splash pad

One Cent Sales Tax – Need to be at City Commission meeting on Oct 12<sup>th</sup> to finalize proceedings – Tentative election date is April 12, 2011.

Employee Policy – No report

Rec Enhancement Committee – Met and went over some goals – do large programs like baseball and softball in 2011 – smaller ones after that.

Budget – MOTION BY Callahan SECONDED BY Wilt we approve the final budget for 2011. ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl. NAY: None. ABSENT: None.

Overnight camping – Some tents are vacant – take them down and save at the Raymond Center for a while – then maybe donate them to the Boy Scouts.

Western Star Property Sale – One bid for \$400,000.00 has been received – Conference call scheduled for Thursday with the prospective buyer – Planning and zoning board has started rezoning change.

MOTION BY Collings SECONDED BY Slette we continue negotiating with the prospective buyer. ROLL CALL AYE: Slette, Wilt, Collings, Callahan, Grondahl. NAY: None. ABSENT: None.

MASTER PLAN – Star Fund application tabled till our land sale is finalized.

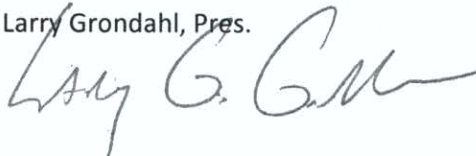
DOG PARK – Amy Krueger appeared and stated the park is being used – Jayce Kringen has helped with raising funds – still need more money – Would like to have an opening ceremony next Thursday, Sept 30<sup>th</sup> at 4:00 P.M. She needs a name for the opening ceremony - MOTION BY Wilt SECONDED BY Callahan we name it Bark Park and give special recognition to Jayce Kringen. MOTION CARRIED.

NEW BUSINESS – Security cameras – Ebel Int. has volunteered use of his camera unit located at Davidson Park – will be tied in to the Police Dept – Will be moved to different parks

HOCKEY BOARDS AND COMPRESSOR – Boards will be here Oct 11 – 18 – Compressor is here, will fire it up on the 21<sup>st</sup> of October.

MOTION BY Collings SECONDED BY Wilt the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



ATTEST

  
Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:00 P.M. ON SEPTEMBER 28, 2010 AT RAYMOND FAMILY COMMUNITY CENTER.

PRESENT: Wilt, Slette, Collings, Callahan, Grondahl.

ABSENT: None.

OTHERS: Larvick, Krueger, Liffrig.

Pres. Grondahl called the meeting to order, the only order of business is Western Star Property sale.

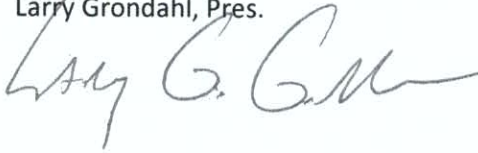
One bid has been received for \$400,000.00.

After discussion a MOTION BY Callahan SECONDED BY Wilt we reject the bid and advertise for bids again. ROLL CALL AYE: Wilt, Slette, Collings, Callahan, Grondahl. NAY: None. ABSENT: None.

The advertising should include Minot, Bismarck, Fargo and Billings Mt.

MOTION BY Collings SECONDED BY Slette the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



ATTEST:

  
Jordis Larvick, Clerk

A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS WAS HELD AT 5:30 P.M. NOVEMBER1,2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Wilt, Slette, Callahan, Grondahl.

ABSENT: Collings.

OTHERS: Larvick, Krueger.

PRES. Grondahl called the meeting to order to handle the Western Star Property sale.

MOTION BY Slette SECONDED BY Wilt we reject the bid of Redland LLC for \$151,000.00.

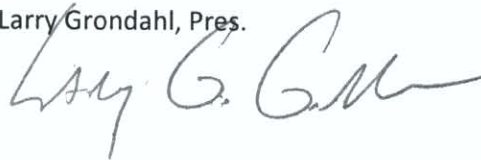
ROLL CALL AYE: Wilt, Slette, Callahan, Grondahl. NAY: None. ABSENT: Collings.

Pres. Grondahl asked our attorney if we can sell it without bids – no answer from attorney.

MOTION BY Callahan SECONDED BY Wilt we table the sale of Western Star Property indefinitely and possibly revisit it at a later date. MOTION CARRIED.

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.



ATTEST:

  
Jordis Larvick, Clerk



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. NOVEMBER 16,2010 AT CITY HALL, WILLISTON, N.D.

PRESENT: Wilt, Callahan, Grondahl.

ABSENT: Collings, Slette.

OTHERS: Larvick, Krueger, Ludlum, Amundson.

Pres. Grondahl called the meeting to order.

No correspondence or citizens to be heard were presented

MOTION BY Wilt SECONDED BY Callahan we approve the minutes of the previous meetings, Park Dist bills in the amount of \$236,758.12, Boys Baseball bills, Park Dist. Financial statements, and Boys Baseball financial overview. ROLL CALL AYE: Wilt, Callahan, Grondahl. NAY: None. ABSENT: Collings, and Slette.

REPORTS – Hockey boards are up – Harmon & Spring Lake Park lights – Golf course winterized –

Asked for total rounds for the year –Ludlum working at Spring Lake Park – Basketball going good – finishing volley ball with tournaments. Krueger reported on National convention – got a lot of good information – can get info off web site.

OLD BUSINESS – One cent sales tax – steering committee of 15 members attached.

Grondahl recommended Krueger would send out updates every two weeks so we can be in the loop on what's happening with the sales tax and other important issues. Somewhere between our meetings provide us an update.

MOTION BY Wilt SECONDED BY Callahan we approve Sales Tax Steering Committee members. ROLL CALL AYE: Wilt, Callahan, Grondahl. NAY: None. ABSENT: Collings, Slette.

Employee Policy – no update – Wilt volunteered to work on this.

Special events – New Years Eve Extravaganza Dec 31 – need volunteers – Light up Harmon Park and Parade Nov. 26<sup>th</sup> – Spring Lake Holiday Drive Nov 27 – Jan 1

Western Star Update – Attorney said it could be listed but soon – If we wait we would have to call for bids. The board discussed it and decided to take no action, nothing has changed.

NEW BUSINESS – Star Fund App. For Master/Strategic Plan - \$35,000.00 was approved.

MOTION BY Callahan SECONDED BY Wilt we call for bids for a Master/Strategic Plan. ROLL CALL AYE: Wilt, Callahan, Grondahl. Roll call aye: Wilt, Callahan, Grondahl. NAY: None. ABSENT: Collings, Slette.

Darin was to send a thank you to the Star Fund and the City for this grant.

Accounting Software – Banyon Data Systems Inc. \$9,020.00 MOTION BY Wilt SECONDED BY Callahan we purchase the Banyon Data Systems, Inc. but check on the price. ROLL CALL AYE: None.

NAY: Wilt, Callahan, Grondahl. ABSENT: Collings, Slette. MOTION DEFEATED.

Krueger will provide us other options on the software and what the rest of the state is using. We need something to compare the Banyon bid too for the next meeting.

2011 Park Board meeting dates – 3<sup>rd</sup> Tuesday of the month. MOTION BY Callahan SECONDED BY Wilt we accept these dates. MOTION CARRIED.

Open house at the Rec Center Dec. 24 to Jan 2<sup>nd</sup>

Specials on memberships, golf and outdoor pool available.

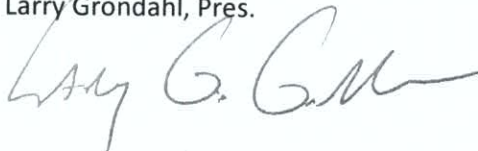
Spring Lake Park will be closed at 5:30 P.M. daily until Nov 27<sup>th</sup> due to vandalism at the park.

Christmas party Dec. 17<sup>th</sup> at the Legion Club.

MOTION BY Callahan SECONDED BY Wilt the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

ATTEST:



Jordis Larvick, Clerk

**Sales Tax Steering Committee Members:**

- Cory Hanson
- ✓ Melanie Stillwell
- John Liffrig
- Steve Slocum
- Pat Sogard
- ✓ Kim Semenko
- Lori Amsden
- Jeremy Wright
- John Kasmer
- ✓ Terry Olson
- ✓ Cayle Paulson

**Parks & Recreation Representation**

**Darin Krueger – Director Williston Park District**

**Larry Grondahl – President Park Board**

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. DECEMBER 21,2010 AT CITY HALL, WILLISTON, N. D.

PRESENT: Callahan, Wilt, Slette, Grondahl.

ABSENT: Collings.

OTHERS: Larvick, Krueger, Amundson.

Pres. Grondahl called the meeting to order.

Jerome Etzel appeared to complain about the streets – he was referred to the City

MOTION BY Callahan SECONDED BY Slette we approve the minutes of the previous meeting as changed, approve Park Dist. Bills in the amount of \$137,867.39, approve Boys Baseball bills, approve Park Dist financial statement and Boys Baseball financial statements. ROLL CALL AYE: Callahan, Wilt, Slette, Grondahl. NAY: None. ABSENT: Collings.

Reports –Moving snow – Golf course usage report for the year – losing money every year – New years eve contributions up – have 42 prizes.

OLD BUSINESS – One cent sales tax – Committee has met and appointed officers, next meeting January 6<sup>th</sup>

Employee Policy & Procedure manual – moving forward.

Special events – New Years Eve – need 20 to 25 volunteers – Spring Lake Park Holiday drive Nov 27 to Jan 2<sup>nd</sup> – Accounting software – Wahpeton uses Banyon Data Systems – Darin and LeeAnn likes this – MOTION BY Callahan SECONDED BY Wilt we purchase the Banyon Data Systems for our accounting system. ROLL CALL AYE: Callahan, Wilt, Slette, Grondahl. NAY: None. ABSENT: Collings.

Community sponsors open house – Dec 22 to Jan 2<sup>nd</sup>.

NEW BUSINESS – Master/Strategic Planning RFP's – 3 received – Green Play was recommended by Wilt, Callahan and Krueger. MOTION BY Wilt SECONDED BY Callahan we accept Green Play proposal for Master/Strategic Planning for the Park Dist. ROLL CALL AYE: Callahan, Wilt, Slette, Grondahl. NAY: None. ABSENT: Collings.

New Rec Coordinator – Jacob Solberg will start Jan 10th

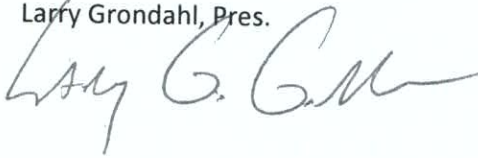
Temporary housing – Should the Park Dist purchase a condo and rent it back to an employee – No decision

Tent city discussion next month

2013 13 yr old Babe Ruth World Series in Williston

MOTION BY Slette SECONDED BY Callahan the meeting adjourn. MOTION CARRIED.

Larry Grondahl, Pres.

A handwritten signature in black ink, appearing to read "Larry G. Grondahl", written in a cursive style.

Attest:

  
Jordis Larvick, Clerk