

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JANUARY 15, 2013 AT CITY HALL, WILLISTON, N.D.

PRESENT: Slette, Bervig, Johnson, Callahan on phone and Wilt

ABSENT: None.

OTHERS: Larvick, Krueger, Heier, Ludlum, Cote, Amundson, Solberg

Pres. Wilt called the meeting to order.

No citizens to be heard or correspondence were noted.

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

MOTION BY Slette SECONDED BY Bervig we approve Park Dist bills in the amount of \$288,363.14 and Boys Baseball bills. ROLL CALL AYE: Slette, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None

MOTION BY Slette SECONDED BY Johnson we approve Park Dist and Boys Baseball financial statements.

ROLL CALL AYE: Slette, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

Exec Director Report included in packet – compared to last year – asked for pictures of new employees.

MOTION BY Johnson SECONDED BY Bervig the director's report be approved. MOTION CARRIED.

Portfolio reports by commissioners – Administration by Johnson – Parks by Callahan – Facilities by Wilt – Recreation by Slette – Finance by Bervig.

OLD BUSINESS – JLG and JE DUNN combined – Slide presentation – By February meeting walls will be up – they are experiencing a water problem.

SLP Holiday Drive – less cars – more money. 2500 cars with \$5,000.00 raised.

PERSONNEL MANUAL – Nothing done since 1997 – Recommended background checks on employees – Changes can be made by the Board at any time. MOTION BY Bervig SECONDED BY Slette we approve the Personnel Manual as presented subject to approval by our legal counsel. ROLL CALL AYE: Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: Callahan.

NEW BUSINESS – WARC Trash Agreement with City - \$20.00 a ton – questioned the tons charged for.

MOTION BY Bervig SECONDED BY Johnson we approve the WARC Trash Agreement with the City. ROLL CALL AYE: Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: Callahan.

WPRD Logo & WARC Logo – 3 choices for Raymond Center, 2 for WARC. After considerable discussion MOTION BY Slette we approve the logos recommended by staff. Motion died for lack of a second.

MOTION BY Johnson SECONDED BY Bervig we call a special meeting to get a mission statement so the staff can use that to develop a logo. MOTION CARRIED – Slette voted nay.

Cost Recovery Philosophy – After discussion no action was taken on this subject.

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

Joel Wilt, Pres.

ATTEST:

Jordis Larvick

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. FEBRUARY 19, 2013 AT CITY HALL, WILLISTON, N.D.

PRESENT: Callahan, Slette, Bervig, Johnson, Wilt.

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Cote, Amundson, Solberg, Heise, Stillwell.

Pres. Wilt called the meeting to order.

No correspondence or citizens to be heard were in attendance.

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

MOTION BY Bervig SECONDED BY Slette we approve Park Dist bills in the amount of \$400,894.84 and Boys Baseball bills. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

MOTION BY Johnson SECONDED BY Callahan we approve Park Dist. and Boys Baseball financial statements. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

Exec Director Report – in packet. MOTION BY Johnson SECONDED BY Callahan we accept the report. MOTION CARRIED.

PORTFOLIO REPORTS discussed.

OLD BUSINESS – JLG/JE Dunn update – Erecting walls – drain tile under pools – some steel delivered.

Park planning Design bid – Four bids were received – The committee recommended the bid of Peaks to Plain Design – Callahan asked for approval of up to \$200,000.00 from the Board. MOTION BY Callahan SECONDED BY Johnson we give the job to Peaks to Plains Design and authorize up to \$200,000.00 for the project. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

NEW BUSINESS – Mission Statement – Superior parks, facilities, and programs for all to enjoy an active life. MOTION BY Johnson SECONDED BY Callahan we approve the proposed mission statement. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

WPSD #1 Indoor pool request – The WPRD will provide staff for the day-to-day operations of the facility and the WPSD#1 will provide the maintenance staff for the day-to-day operations of the facility by providing routine repairs, water filtration or repairs that occur in the normal course of operations. Examples of routine repairs would include fixing a pipe leak or painting an office. The WPRD will match WPSD #1 in assisting with repairs up to \$7000 for any major repair. If the repair is larger than the \$14,000 combined funding. A committee will work together to either raise the funds and/or make recommendations to the WPSD #1 on a course of action to be taken.

The five person committee would consist of a School Board Director, a School Representative, a Park Board Commissioner, a Parks and Recreation District Representative and a Sea Lions Board member. This will start when the WPRD is able to hire qualified staff to oversee the pool operations.

MOTION BY Johnson SECONDED BY Callahan we make the commitment to the school district per request. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

RFCC Gym Flooring Bid - \$74,151.00 from Anderson Ladd – MOTION BY Johnson SECONDED BY Callahan we approve the bid. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

Ceiling Insulation Bid - \$72,775.00 from Sports Interiors - MOTION BY Slette SECONDED BY Bervig we approve the bid. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

Three items – Paint Gym, New wall pad, New Mondo Flooring were discussed. MOTION BY Callahan SECONDED BY Slette we move these three items up into the RFCC Improvements. ROLL CALL AYE: Callahan, Slette, Bervig, Johnson, Wilt. NAY: None. ABSENT: None.

Nilles Law Firm – Letter stating they will no longer be located in Williston. MOTION BY Slette SECONDED BY Bervig we stay the Pippin Law Firm. MOTION CARRIED.

LOGO – MOTION BY Slette SECONDED BY Callahan we go with the two logos submitted by the staff. ROLL CALL AYE: Slette. NAY: Callahan, Bervig, Johnson, Wilt. ABSENT: None.

MOTION BY Johnson SECONDED BY Bervig we allocate up to \$15,000.00 for two logos for the Park Dept and new Rec Center. ROLL CALL AYE: Callahan, Bervig, Johnson, Wilt. NAY: Slette. ABSENT: None.

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

Joel Wilt, President

ATTEST:

Jordis Larvick, Clerk