

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JANUARY 17, 2017 AT THE ARC.

PRESENT: Owens, Skarphol, Larson.

ABSENT: Wilt.

OTHERS: Larvick, Krueger, Amundson, Cote, Ludlum, Bailey, Heise.

Pres Larson called the meeting to order.

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

MOTION BY Skarphol SECONDED BY Owens we approve Park Dist bills in the amount of \$561,817.01 and Boys Baseball bills. ROLL CALL AYE: Owens, Skarphol, Larson. NAY: None. ABSENT: Wilt.

MOTION BY Owens SECONDED BY Skarphol we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE; Owens, Skarphol, Larson. NAY: None. ABSENT: Wilt.

Executive Director Report

Portfolio Reports.

OLD BUSINESS: Park Board opening (till 2018 election) Have on applicant.

NEW BUSINESS: None.

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. FEBRUARY 21, 2017 AT THE WARC.

PRESENT: Skarphol, Owens, Wilt, Larson.

ABSENT: None.

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

PRES. Larson called the meeting to order.

Kids Camp was removed from the agenda.

MOTION BY Wilt SECONDED BY Owens we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION BY Owens SECONDED BY Skarphol we approve Park Dist. bills in the amount of \$958,778.43 and Boys Baseball bills. ROLL CALL AYE: Skarphol, Owens, Wilt, Larson. NAY: None. ABSENT: None.

MOTION BY Wilt SECONDED BY Skarphol we approve Park Dist. financial statement and Boys Baseball financial overview. ROLL CALL AYE: Skarphol, Owens, Wilt, Larson. NAY: None. ABSENT: None.

EXECUTIVE DIRECTOR REPORT

PORTFOLIO REPORTS.

OLD BUSINESS: Pk Bd opening ( present till June 2018 election)

NEW BUSINESS: MOTION BY Wilt SECONDED BY Owens the Park Bd opening be moved to tabled item.

MOTION CARRIED.

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

Jeff Larson. Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MARCH 21, 2017 AT THE WARC.

PRESENT: Owens, Wilt, Larson.

ABSENT: Skarphol.

OTHERS: Larvick, Krueger, Cote, Stillwell, Heise, Krasicki.

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Wilt SECONDED BY Owens we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist. bills in the amount of \$602,902.45 and Boys Baseball bills. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist. financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

Executive Director Report

Portfolio reports

OLD BUSINESS: None.

NEW BUSINESS: Kids Camp – runs from June 5 to August 11 for ages 3 thru 14.

Cash CD for operations – MOTION BY Owens SECONDED BY Wilt we approve cashing \$500,000.00 CD for operations. ROLL CALL AYE: Owens, Wilt, Larson.. NAY: None. ABSENT: Skarphol.

TABLED ITEMS – Park Bd opening (present until June 2018 election)

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 16, 2017 AT THE WARC – ELKS YOUTH DAY.

PRESENT: Owens, Wilt, Skarphol, Larson.

COUNTERPARTS: Helstad, Falcon, Collings, Goldade.

OTHERS: Larvick, Krueger, Cote, Stillwell, Ludlum.

Pres. Goldade called the meeting to order.

MOTION BY Falcon SECONDED BY Helstad we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION BY Collings SECONDED BY Falcon we approve Park Dist bills in the amount of \$786,876.77 and Boys Baseball bills. ROLL CALL AYE: Helstad, Falcon, Collings, Goldade. NAY: None. ABSENT: None.

MOTION BY Helstad SECONDED BY Falcon we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Helstad, Falcon, Collings, Goldade. NAY: None. ABSENT: None.

Executive Director Report

Portfolio Reports

OLD BUSINESS – Bonding update Next two weeks.

NEW BUSINESS – MOTION BY Wilt SECONDED BY Skarphol we ratify all actions taken by our counterparts. MOTION CARRIED.

TABLED ITEMS – Park Bd opening ( Present until June 2018 election)

MOTION BY Helstad SECONDED BY Falcon the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 16, 2017 AT THE WARC – ELKS YOUTH DAY.

PRESENT: Owens, Wilt, Skarphol, Larson.

COUNTERPARTS: Helstad, Falcon, Collings, Goldade.

OTHERS: Larvick, Krueger, Cote, Stillwell, Ludlum.

Pres. Goldade called the meeting to order.

MOTION BY Falcon SECONDED BY Helstad we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION BY Collings SECONDED BY Falcon we approve Park Dist bills in the amount of \$786,876.77 and Boys Baseball bills. ROLL CALL AYE: Helstad, Falcon, Collings, Goldade. NAY: None. ABSENT: None.

MOTION BY Helstad SECONDED BY Falcon we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Helstad, Falcon, Collings, Goldade. NAY: None. ABSENT: None.

Executive Director Report

Portfolio Reports

OLD BUSINESS – Bonding update Next two weeks.

NEW BUSINESS – MOTION BY Wilt SECONDED BY Skarphol we ratify all actions taken by our counterparts. MOTION CARRIED.

TABLED ITEMS – Park Bd opening ( Present until June 2018 election)

MOTION BY Helstad SECONDED BY Falcon the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JUNE 20, 2017 AT THE WARC.

PRESENT: Owens, Wilt, Larson.

ABSENT: Skarphol.

OTHERS: Larvick, Krueger, Stillwell, Cote, Bratlien, Ekblad, Ludlum.

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

MOTION BY Owens SECONDED BY Wilt we approve the minutes of the May 16<sup>th</sup> meeting. MOTION CARRIED. MOTION BY Wilt SECONDED BY Owens we approve the minutes of the June 8<sup>th</sup> meeting. MOTION CARRIED.

MOTION BY Owens SECONDED BY Wilt we approve Park Dist bills in the amount of \$654,520.02 and Boys Baseball bills. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

Executive Director Report

Portfolio Reports.

OLD BUSINESS: Bonding closing July 11<sup>th</sup> MOTION BY Wilt SECONDED BY Owens we allow the Executive Director and Finance Director to cash \$500,000.00 of General Fund CDs for the WPRD portion for the 2017 Bond contribution to the Supplemental Reserve Fund. This will happen on or prior to the morning of the closing. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

NEW BUSINESS: 2016 Audit – MOTION BY Owens SECONDED BY Wilt we approve the 2016 Audit. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

OIL LEASE by OASIS – MOTION BY Owens SECONDED BY Wilt we approve the oil lease with OASIS and dedicate the money to Park Dist maintenance. ROLL CALL AYE: Owens, Wilt, Larson. NAY: None. ABSENT: Skarphol.

2018 Budget timeline with preliminary by Aug 15, final in September.

2019 Budget timeline with preliminary by July and final in August.

TABLED ITEMS: Park Bd opening ( present until June 2018)

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. JULY 18, 2017 AT THE WARC.

PRESENT: Owens, Skarphol, Wilt, Larson.

ABSENT: None.

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

Pres. Larson called the meeting to order

No correspondence or citizens to be heard.

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

MOTION BY Wilt SECONDED BY Owens we approve Park Dist. bills in the amount of \$1,270,133.40 and Boys Baseball bills. ROLL CALL AYE: Owens, Skarphol, Wilt, Larson. NAY: None. ABSENT: None.

MOTION BY Skarphol SECONDED BY Wilt we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Skarphol, Wilt, Larson. NAY: None. ABSENT: None.

Executive Director Report –

Portfolio reports –

OLD BUSINESS: Bonding – MOTION BY Wilt SECONDED BY Owens we adopt the Post Issuance Debt Compliance Procedure and Post Issuance Debt Compliance Policy. ROLL CALL AYE: Owens, Skarphol, Wilt, Larson. NAY: None. ABSENT: None.

2018 Budget August Preliminary Budget – Commissioners are to meet with the Director August 7<sup>th</sup> Park Board opening MOTION BY Owens SECONDED BY Skarphol Rheanda Axtman be added to the Board of Commissioners. MOTION CARRIED.

NEW BUSINESS: None.

MOTION BY Axtman SECONDED BY Owens the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. AUGUST 15, 2017 AT THE WARC.

PRESENT: Owens, Axtman, Larson.

ABSENT: None.

OTHERS: Krueger, Cote, Amundson, Ludlum, Heise, Krasicki

Pres. Larson called the meeting to order

No correspondence or citizens to be heard.

MOTION BY Owens SECONDED BY Axtman we approve the minutes of the previous meeting as received. MOTION CARRIED.

MOTION BY Owens SECONDED BY Axtman we approve Park Dist. bills in the amount of \$658,266 and Boys Baseball bills. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

Executive Director Report – Krueger’s Report is in the packet.

Portfolio reports – Owens Reported that the fence at the golf course has been repaired.

OLD BUSINESS: None

NEW BUSINESS:

MOTION BY Owens SECONDED BY Axtman that we approve the 2017-2018 agreement with the Williston Public School District. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman that we approve the 2017-2019 agreement with Williston State College for the Teton Hockey Team. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman that we approve the 2017-2018 agreement with the youth Wrestling Club. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman that we approve the 2017-2018 agreement with the Williston Public School District. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman that we approve the 2017-2018 agreement with the Williston Sea Lions. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

MOTION BY Owens SECONDED BY Axtman that we approve the Corporate Membership Program. MOTION CARRIED.

MOTION BY Owens SECONDED BY Axtman that we approve the Cancellation and Refund Policy. MOTION CARRIED.

MOTION BY Owens SECONDED BY Axtman that we approve the 2018 Preliminary Budget. ROLL CALL AYE: Owens, Axtman, Larson. NAY: None. ABSENT: Wilt, Skarphol.

Krueger reported that Williston State College is bidding on hosting the 2018 ACHA Regional. This would be at the Raymond Center, February 22-25.

MOTION BY Owens SECONDED BY Axtman the meeting adjourn. MOTION CARRIED.

Jeff Larson, Pres



REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. SEPTEMBER 19,2017 AT THE WARC.

PRESENT: Skarphol, Owens, Axtman. Wilt (on phone) Larson

ABSENT: None.

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

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

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

MOTION BY Owens SECONDED BY Axtman we approve Park Dist. bills in the amount of \$547,847.75 and Boys Baseball bills. ROLL CALL AYE: Skarphol, Owens, Axtman, Wilt, Larson. NAY: None. ABSENT: None

MOTION BY Owens SECONDED BY Skarphol we approve Park Dist. financial statements and Boys Baseball finance overview. ROLL CALL AYE: Skarphol, Owens, Axtman, Wilt, Larson. NAY: None. ABSENT: None.

Executive Director Report

Portfolio reports.

OLD BUSINESS: None.

NEW BUSINESS: 2018 Final Budget. MOTION BY Skarphol SECONDED BY Axtman we approve the 2018 Final Budget. ROLL CALL AYE: Skarphol, Owens, Axtman, Wilt, Larson. NAY: None. ABSENT: None.

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. OCTOBER 17, 2017 AT THE WARC.

PRESENT: Owens, Axtman, Skarphol, Wilt, Larson.

ABSENT: None.

OTHERS: Larvick, Krueger, Stillwell, Heise, Ludlum.

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

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

MOTION BY Wilt SECONDED BY Skarphol we approve Park Dist. bills in the amount of \$827,911.87 and Boys Baseball bills. ROLL CALL AYE: Owens, Axtman, Skarphol, Wilt, Larson. NAY: None. ABSENT: None.

MOTION BY Wilt SECONDED BY Axtman we approve Park Dist. financial statement and Boys Baseball financial overview. ROLL CALL AYE: Owens, Axtman, Skarphol, Wilt, Larson, NAY: None. ABSENT: None.

Executive Director Report

Portfolio reports.

OLD BUSINESS: None.

NEW BUSINESS: None.

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

- Jeff Larson, Pres.
- ATTEST:
- Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION  
WAS HELD AT 5:30 P.M. NOV 21, 2017 AT THE WARC.

PRESENT: Axtman, Skarphol, Wilt, Larson

ABSENT: Owens

OTHERS: Larvick, Krueger, Cote, Stillwell, Amundson, Krasicki

Pres. Larson called the meeting to order.

No correspondence or citizens to be heard.

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

MOTION BY Wilt SECONDED BY Skarphol we approve Park Dist bills in the amount of \$856,414.58 and Boys Baseball bills. ROLL CALL AYE: Axtman, Skarphol, Wilt, Larson. NAY: None. ABSENT: Owens.

MOTION BY Wilt SECONDED BY Skarphol we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Axtman, Skarphol, Wilt, Larson. NAY: None. ABSENT: Owens.

Executive Director Report

Portfolio reports

OLD BUSINESS: None.

NEW BUSINESS: WARC cleaning bid 2 bids received – staff recommended Best Choice Cleaning for \$96,000.00. MOTION BY Skarphol SECONDED BY Axtman we award the bid to Best Choice Cleaning. ROLL CALL AYE: Axtman, Skarphol, Wilt, Larson. NAY: None. ABSENT: Owens.

SLP Holiday drive Nov 25

Light up Harmon Park Nov 24 at 7 P.M.

Tabled items – None

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. DECEMBER 19, 2017 AT THE WARC.

PRESENT: Skarphol, Wilt, Axtman, Owens, Larson.

ABSENT: None.

OTHERS: Larvick, Krueger, Heise, Amundson, Stillwell.

No correspondence or citizens to be heard.

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

MOTION BY Skarphol SECONDED BY Axtman we approve Park Dist bills in the amount of \$867,132.16 and Boys Baseball bills. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None.

MOTION BY Wilt SECONDED BY Owens we approve Park Dist financial statement and Boys Baseball financial overview. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None

Executive Director Report

Portfolio Reports.

OLD BUSINESS: None.

NEW BUSINESS: Executive Director Review – MOTION BY Wilt SECONDED BY Owens we give him an outstanding review. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None.

MOTION BY Owens SECONDED BY Axtman we approve a 5% raise in salary for Executive Director Krueger. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None.

2018 Meeting dates – 3<sup>rd</sup> Tuesday every month – MOTION BY Wilt SECONDED BY Skarphol we approve the meeting dates. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None.

Voided checks - MOTION BY Owens SECONDED BY Skarphol we approve the voided checks. ROLL CALL AYE: Skarphol, Wilt, Axtman, Owens, Larson. NAY: None. ABSENT: None.

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

Jeff Larson, Pres.

ATTEST:

Jordis Larvick, Clerk