

2014 AT CITY HALL, WILLISTON, ND.

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

OTHERS; Larvick, Krueger, Stillwell, Amundson, Ludlum, Cote, Heis, Solberg

Pres. Wilt called the meeting to order.

MOTION BY Callahan SECONDED BY Johnson we approve the minutes of the previous meeting as corrected. MOTION CARRIED.

MOTION BY Bervig SECONDED BY Callahan we approve Park Dist. bills in the amount of \$365,133.58 and Boys Baseball bills. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

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

Executive Director Report and Portfolio reports

OLD BUSINESS: JLG/JE Dunn update - \$75,309,423.81 – 90.48% complete – on budget – on schedule.

WPRD/WPSD#1 Usage Agreement – MOTION BY Johnson SECONDED BY Callahan we approve the WPRD/WPSD#1 usage agreement – MOTION BY Johnson SECONDED BY Callahan we add the parties acknowledge there will be considerable joint use during the times the Center is open to the usage agreement. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

NEW BUSINESS – Ice surfacing machine bid – One bid received from R & R Specialties for \$45,500.00.

MOTION BY Johnson SECONDED BY Bervig we accept the bid of R & R Specialties for \$45,500.00. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

Human Resources Director Position – MOTION BY Johnson SECONDED BY Larson we hire a Human Resources Director. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

Whistleblower Policy – MOTION BY Bervig SECONDED BY Callahan we add this to the employee manual. MOTION CARRIED.

Direct Deposit (ACH) Approval – MOTION BY Larson SECONDED BY Johnson we authorize LeeAnn Straight and John Heis to handle direct deposits. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

WARC Operating Agreement – Dr Nadolny appeared and questioned the cost of utilities and who will pay for them. He stated “he will request the full amount to cover the utilities to the Chancellor and the Board of Higher Education”. The Park Board made it clear to Dr. Nadolny that the main reason to build the WARC on campus was the promise that the agreement would be structured the same as the BSC/Aquatics center agreement that states the college will pay the utilities. The Park Board reminded Dr. Nadolny the he and Terry Olson (WSC Foundation President) came before the board and offered to pay the utilities in exchange for building the WARC on campus two years ago. The agreement was drafted by the Board of Higher Education’s attorney and states that the utilities will be paid for by WSC. The Park Board voiced their disappointment with Dr. Nadolny now coming before the Board to say that WSC may not live up to Board of Higher Education’s agreement with WPRD.

MOTION BY Johnson SECONDED BY Callahan we approve the operating agreement with the college. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

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

Joel Wilt, Pres.

ATTEST: Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 7:30 P.M. MARCH 5, 2014 AT CITY HALL, WILLISTON, N.D.

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

ABSENT: None.

OTHERS: Larvick, Krueger, Ludlum, Pippin.

Pres. Wilt called the meeting to order.

WPRD/WSC Operating Agreement was on the agenda.

Dr. Nadolny appeared and stated many details that have not been talked about with the college – and asked for a meeting with the advisory board of the ARC. Callahan asked for an E mail of his statements as they contained a lot of dates, etc.

MOTION BY Johnson SECONDED BY Callahan we have an executive session. ROLL CALL AYE: Johnson, Bervig, Callahan, Larson, Wilt. NAY: None. ABSENT: None.

The Park Board, Executive Director, Clerk and Attorney left the meeting room. At 7:43 P.M.

They returned to the meeting room at 9:43 P.M. and Pres. Wilt declared the meeting open.

MOTION BY Bervig SECONDED BY Larson Callahan and Johnson be appointed a negotiating committee. ROLL CALL AYE: Johnson, Bervig, Callahan, Larson, Wilt. NAY: None. ABSENT: None.

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

Joel Wilt, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MARCH 18, 2014 AT CITY HALL, WILLISTON, N.D.

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

ABSENT: None.

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

Pres. Wilt called the meeting to order.

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

MOTION BY Johnson SECONDED BY Callahan we approve the minutes of the special board meeting as received. MOTION CARRIED.

MOTION BY Johnson SECONDED BY Larson we approve Park Dist. bills in the amount of \$745,148.90 and Boys Baseball bills. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

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

EXECUTIVE DIRECTOR REPORT – Grand opening Mar. 28th, reminder staff/board pictures on the 27th.

PORTFOLIO REPORTS BY COMMISSIONERS

OLD BUSINESS – JLG/JEDUNN update – 90.58% complete \$75,319,590.81

WESTERN STAR PROPERTY – Bill Glenn purchased the LandMark building – interested in Western Star.

NEW BUSINESS – Spring Lake Park Subdivision – plat discussed - no formal action taken.

April board meeting will be at Williston ARC at 5:30 P.M.

WSC/WPRD OPERATING AGREEMENT - MOTION BY Johnson SECONDED BY Callahan we go into executive session at 6:27pm. ROLL CALL AYE: Larson, Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: None.

Returned to meeting room at 6:45 P.M. MOTION BY Callahan SECONDED BY Johnson the meeting adjourn. MOTION CARRIED.

Joel Wilt, Pres.

ATTEST:

Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 7:00 P.M. APRIL 3, 2014 AT WILLISTON AREA RECREATION CENTER, WILLISTON, N.D.

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

ABSENT: None.

OTHERS: Larvick, Krueger.

Pres. Wilt called the meeting to order.

Outdoor Pool Status – JLG & JE Dunn will have a report on the condition of the pool at our next regular meeting –Boiler system done – a void under the pool – condition of the building – how much water was used last year

WPRD/WSC Operating agreement – MOTION BY Johnson SECONDED BY Callahan the board go into executive session. MOTION CARRIED.

Began at 7:11 P.M. Ended at 9:38 P.M.

MOTION BY Johnson SECONDED BY Callahan we approve the Operations agreement with WSC as presented with the understanding that the contribution amount is \$530,000 with a reduction for security in the amount of \$75,000 and will be reviewed annually with the ability to amend or terminate.

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

MOTION BY Johnson SECONDED BY Callahan we amend the 2014 budget in the following manner:

- a. Income: Reduce from \$865,000 to \$206,000 in the ARC
- b. Expense: Reduce from \$865,000 to \$397,500
- c. For a net loss of \$191,500 for 2014. Information: Next year we lose \$137,000.

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

MOTION BY Callahan SECONDED BY Larson we request a name change of the “Williston Community Wellness Center” to the Williston Area Recreation Center by Williston State College which is required by the JPA with NDSBHE.

MOTION BY Callahan SECONDED BY Larson we change the name of the 50 meter pool to E.J. Hagen Natatorium. MOTION CARRIED.

MOTION BY Callahan SECONDED BY Larson we appoint Nick Johnson to chair the Advisory Committee and Executive Director and Shawn Wenko the task of setting up a meeting by the end of April per the JPA with WSC. ROLL CALL AYE: Larson, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

MOTION BY Callahan SECONDED BY Larson 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. APRIL 15, 2014 AT THE ARC.

PRESENT: Johnson, Callahan, Bervig, Wilt.

ABSENT: Larson.

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

Pres. Wilt called the meeting to order.

Jon Cameron from Senator Hoevens office appeared to state that Senator Hoeven will be in Williston next Monday and Tuesday to meet with VA. Gerald Miller appeared and said the lights went out in the tennis courts – wanted shorter hours for the racquet ball courts.

MOTION BY Callahan SECONDED BY Johnson we approve the minutes of two previous meetings as amended. MOTION CARRIED.

MOTION BY Bervig SECONDED BY Callahan we approve Park Dist. bills in the amount of \$708,531.52 and Boys Baseball bills. ROLL CALL AYE: Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: Larson.

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

Executive Director Report: 1000 visitors – 4700 members - \$968,000.00 income..

Portfolio Reports

OLD BUSINESS – JLG/JE DUNN REPORT – 95% complete – check on cracks on 50 meter pool deck.

Eckert youth Pool – Pool Co. recommends not opening the pool – building is not up to code – boiler?

Comm Johnson wanted to hear what it will take to get the pool open. MOTION BY Johnson SECONDED BY Callahan we hire an engineer to do an overall evaluation of the building and pool. MOTION CARRIED.

WSC agreement followup – MOTION BY Callahan SECONDED BY Johnson we appoint a committee of Nick Johnson and James Bervig an advisory committee to follow up findings from the WSC operating agreement and make a plan to correct fiscal and management errors directly related to the WSC operating agreement. ROLL CALL AYE: Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: Larson.

NEW BUSINESS – West ARC parking lot – Paving cost \$149,000.00 – Gravel \$100,000.00. MOTION BY Callahan SECONDED BY Bervig we refer this to the advisory committee to make a recommendation after their meeting. ROLL CALL AYE: Johnson, Callahan, Bervig. NAY: Wilt ABSENT: Larson.

HAWKEYE VILLAGE LAND – along 32nd Ave. West – MOTION BY Callahan SECONDED BY Johnson we accept the park layout in the Hawkeye Village Land. MOTION CARRIED.

SEA LIONS AGREEMENT – MOTION BY Johnson SECONDED BY Callahan we accept the agreement with the ability to re-evaluate yearly. ROLL CALL AYE: Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: Larson.

BIDS – Facility Maintenance bids open May 5th – West Side Zoo \$100,000.00 – Spring Lake Park Road \$470,000.00. MOTION BY Johnson SECONDED BY Bervig we request bids for 3 projects. The motion was amended to request bids for the zoo and road. ROLL CALL AYE: Johnson, Callahan, Bervig, Wilt. NAY: None. ABSENT: Larson

2016 NDRPA State Conference Sept 13 -15 in Williston.

Elks Youth Day May 13th – Dinner at First Lutheran Church.

ARC facility rental policy – MOTION BY Johnson SECONDED BY Callahan we move to adopt a policy for rentals in the ARC. MOTION CARRIED.

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

Joel Wilt, Pres.

ATTEST:

Jordis Larvick, Clerk

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF THE PARKS AND RECREATION WAS HELD AT 6:30 A.M. APRIL 21, 2014 AT PIPPIN LAW FIRM, 111 EAST BROADWAY, WILLISTON, N.D.

PRESENT: Joel Wilt, James Bervig, Jeff Larson, Nick Johnson (Via Conference Call), and Ken Callahan (Arrived at 6:57)

OTHERS: Jeremy Ludlum, Seth Nichol, Ashley Krasicki, Jake Solberg, Doug Richter, Zack Peterson, Alex Mock, Adam Kitchens, Dusty Erbes, Mike Hell, Jim Cote, Kirk Erdman, Curtis Page, John Heise, Richard Aisenbrey, Zack Fleck, Greg Cottrell, Jeni Wilson, and Malcom Pippin

Absent: None

Pending Legal Matters was on the agenda.

Pres. Wilt called the meeting to order.

Ludlum submitted letters from the staff to be included in the record.

MOTION BY Larson SECONDED BY Bervig we have an executive session. ROLL CALL AYE: Larson, Bervig, Wilt. NAY: None. ABSENT: Johnson and Callahan. The Park Board and attorney started the executive session at 6:39 a.m. At 6:48 a.m. Wilt paused the executive session to wait for Callahan to arrive. At 6:57 a.m. Callahan arrived and the executive session resumed.

The executive session ended at 7:59 a.m. The public was invited to return.

MOTION by Larson SECONDED by Bervig to give Malcom Pippin the authority to contact Attorney Gilbertson to work out an amicable resolution of the pending legal action. ROLL CALL AYE: Larson, Bervig, Johnson, Callahan, Wilt. ROLL CALL NAY: None. ABSENT: None.

MOTION BY Larson, SECONDED BY Callahan to adjourn the meeting. MOTION CARRIED.

Joel Wilt, Pres.

ATTEST:

Jeremy Ludlum, Facilities/Program Director

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION WAS HELD AT 7:00 A.M. AT THE ARC MEETING ROOM, MAY 16,2014.

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

ABSENT: None.

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

Pres. Wilt called the meeting to order.

Open meeting corrections were not addressed.

Legal Counsel – MOTION BY Larson SECONDED BY Callahan legal counsel be required to attend all meetings. ROLL CALL AYE: Larson, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

Board Statement read by Pres. Wilt – (attached) – more comments made by Johnson. MOTION BY Johnson SECONDED BY Bervig we endorse this statement. ROLL CALL AYE: Larson, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

MOTION BY Johnson SECONDED BY Bervig the board appointed Johnson and Bervig to negotiate with the college as they are not up for election. ROLL CALL AYE: Bervig, Johnson, Callahan, Wilt. NAY: Larson, ABSENT: None.

MOTION BY Callahan SECONDED BY Johnson we add this motion to the minutes about a committee to meet with the college. MOTION was amended to refer this to legal counsel before we vote. ROLL CALL AYE: Bervig, Johnson, Callahan, Wilt. NAY: Larson. ABSENT: None.

West ARC Parking lot – either pave it or just gravel it. MOTION BY Johnson SECONDED BY Callahan we leave the parking lot as originally planned. ROLL CALL AYE: Larson, Bervig, Johnson, Callahan, Wilt. NAY: None. ABSENT: None.

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

Joel Wilt, Pres.

ATTEST:

Jordis Larvick, Clerk

REGULAR MEETING OF THE BOARD OF PARKS & RECREATION WAS HELD AT 5:30 P.M. MAY 20, 2014 AT THE WARC MEETING ROOM, WILLISTON, N.D.

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

Students: Gerrard, Reopelle, Wentz. Westphal. Absent: Kemp

OTHERS: Larvick, Krueger, Cote, Ludlum, Heise, Stillwell, Amundson, Pippin and others.

Pres. Wilt called the meeting to order.

Nick Johnson orally resigned from the Park Board and thanked everyone who voted for him. He then left the meeting.

Correspondence – Letter of thanks for the Mercy Sale from the Salvation Army and Western Star Gymnastics– ARC was awarded the Star Fund project for the year. MOTION BY Wentz SECONDED BY Gerrard we approve the minutes of the meeting of April 15 & 21. MOTION CARRIED. Tabled the minutes for April 16th.

MOTION BY Gerrard SECONDED BY Wentz we approve Park Dist bills in the amount of \$554,418.05 and Boys Baseball bills. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp.

MOTION BY Wentz SECONDED BY Gerrard we approve financial statement for the Park Dist. and financial overview for Boys Baseball. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp.

EXECUTIVE DIRECTOR REPORT –Courtney White.

PORTFOLIO REPORTS BY COUNTERPARTS.

OLD BUSINESS: JLG/JE DUNN UPDATE – 91% complete – redoing landscape – need to move trailers to work on parking lot.

ECKERT YOUTH POOL – Staff Presented the Board with a Decision Document:

Option A: Do nothing

Option B: Hire an engineering firm for \$20-40,000.00 to access what is wrong with the pool and what we will need to do to make it safe and up to code.

Option C: Pool reconstruction \$7.8M

Option D Splash pad in place of pool \$700,000.00

Option E: Demolish and return to grass/landscape \$450,000.00

MOTION BY Wentz SECONDED BY Reopelle we hire an engineer to find out if the pool can be repaired. Motion withdrawn – Not budgeted for – Bervig wants an outdoor pool somewhere – Wilt is for a splash pad. MOTION BY Wentz SECONDED BY Gerrard we table this till we get public input. ROLL CALL AYE:

Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp. Cote said it's not worth spending any money on it – Nothing works.

VILLAGE @ SLP DEVELOPMENT – Plans and pictures were presented – South of Spring Lake Park – Right of way 40 ft on East side of University Ave. Drainage problem – retention pond. MOTION BY Wentz SECONDED BY Gerrard we accept the concept. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp. MOTION BY Wentz SECONDED BY Gerrard we accept the right of way. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp.

SPRING LAKE PARK DEVELOPMENT – Presented plans and developer would be responsible for cost and maintenance for a period of time. MOTION BY Wentz SECONDED BY Gerrard we approve the concept. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp.

Playground SLP West bid opening May 27th – Spring Lake Park Road bid opening June 9.

NEW BUSINESS – FACILITY ADVISORY COMMITTEE – Representatives from Park, School, College & College faculty form the committee – Action tabled.

FACILITY MAINTENANCE CONTRACT BID – MOTION BY Gerrard SECONDED BY Wentz we approve a contract with The Cleaning Crew for \$67,200.00. ROLL CALL AYE: Gerrard, Bervig, Reopelle, Wentz, Westphal. NAY: None. ABSENT: Kemp.

EMERGENCY SIREN PLACEMENT PARK DISTRICT PROPERTY – MOTION BY Bervig SECONDED BY Wentz we allow Darin, Jeremy, and Jim to work with the group. MOTION CARRIED.

2013 Audit was presented – Reopelle exited the meeting for another commitment.

MOTION BY Larson SECONDED BY Bervig we ratify all actions taken by our counterparts. MOTION CARRIED.

Pres. Wilt read a long statement (attached}

Larry Grondahl spoke for the Citizens to be heard – support Krueger and staff and will work with the board.

Verna Colby appeared and asked about the agreement with the college about utilities. She was told that a handshake agreement is not good enough in Williston anymore. In the middle of Mrs. Colby's statement Mitzi Moe from the Williston Herald interrupted and disputed President Wilt's claim that the Williston Herald made a mistake and she state she could submit proof

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

Pres. Joel Wilt

ATTEST: Jordis Larvick, Clerk