

Wahpeton Park Board Minutes

October 23, 2024

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, October 23, 2024, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Brian Watson, Tyler Gripenrog, Deb Tobias, Casey Formaneck, Zack Hatting.

Staff present: Brad Edwardson - Director of Parks and Recreation, Park Board Clerk – Connie Metcalf

Meeting was called to order by Park Board President Brian Watson.

Citizen's Request: none

Approval of Minutes:

*Motion by Gripenrog to approve the Park Board meeting minutes from September 18, 2024, seconded by Tobias. MC 5-0.

Reports from Officers:

Director of Parks and Recreation Director:

JRF lights footing piers have arrived. Poles & lights are due to arrive 2-3 week of November. Scott's Electric Have done some work at the site.

JRF project is underway. Fence has been removed. Install work will begin end of October.

Park Board received 3 resumes for Recreation Programs Manager position. Interviewing last week in October. Attended SOND and NDCA in Bismarck.

Working on youth /adult programming.

Working on the zoo budget.

Zoo:

Director talked about the zoo budget. He will be looking at the budget for the zoo and trying to figure out what the future will hold for zoo.

Factors in operating deficiency per Diekman is:

- Food expenses have soared to 40% increase.
- New Benefits and insurance pkg
- Maintenance expenses, materials, outside contractors.
- Increased operating costs in general.

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Reports from Commissioners and Committees:

Maintenance / Planning:

Keeble Shelter needs to be completed on the exterior before winter. Inside needs some finishing also.

Water lines have been blown out.

Received a \$5k bill from Scott's Electric for restroom underground boring.

Football field lights were replaced.

Trimmed or removed trees at Kidder Recreation, Hughes Shelter south side and 210 bypass interchange.

Trees were marked for planting south softball parking lot and near Keeble and Band Shelters.

JRF fence has been started. \$75k project – received \$15k from CVB.

JRF lights and footings have arrived. \$445k project, \$250k received so far.

JSF restrooms slab and rough plumbing done. Work to start next week.

CFF grant will be submitted when Landmark Landscaping bill arrives.

Reviewed 5-year improvement plan and will present to Board at November meeting.

Personnel/Finance:

Director discussed applicants received for the Recreation Manager position. Interviews will be October 29th.

Would like to get position filled by mid-November.

*Hatting motioned to approve a 4.1% pay increase, seconded by Gripentrog. MC 5-0

Park Board approved a 4.1% raise for park employees.

Accounts Summary:

Checking –Park Board \$762,745.56

 P&R Foundation \$204,928.95

 Other Assets (total) \$415,000

Budget Review:

 Major Expenses- JRF lights, JRF Fence, JSF restrooms

 Major Revenue – JRF lights, JRF Fence, JSF restrooms

Other interest:

 Zoo is not going to remain viable if they do not receive help before the end of the year.

 Park Board is owed \$182,000k through the end of September.

Recreation:

No report

*Formanek motioned to approve the committee reports, seconded by Tobias. MC. 5-0.

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Scheduled Committee meetings:

Maintenance / Planning Committee – Tuesday, November 12, 2024- 12 PM – Park Shop.

Personnel / Finance Committee – Wednesday, November 13, 2024, 12:00 PM – WCC.

Recreation Committee – Thursday, November 14, 2024. 12:00 PM – WCC.

Commissioner's Requests: None

*Gripentrog motioned to approve financial reports and approve Park Board bills, seconded by Formanek .
MC. 5-0.

Unfinished / New Business: (100% approval for vote consideration).

Date of Next meeting: Wednesday, November 20, 2024- 5:15 PM – Wahpeton Community Center.

Adjournment.

*Gripentrog motioned to adjourn, seconded by Tobias. Motion carried 5-0.

Brian Watson, Park Board President

Connie Metcalf, Park Board Clerk