

Wahpeton Park Board Minutes

December 18, 2024

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, December 18, 2024, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Watson, Gripentrog, Tobias, Hatting. Formaneck.

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

Meeting was called to order by Park Board Vice -President Gripentrog.

Citizen’s Request: none

Approval of Minutes:

*Motion by Hatting to approve the Park Board regular meeting minutes from November 20, 2024 seconded by

Formaneck. MC 4-0.

Reports from Officers:

Director of Parks and Recreation:

- JRF lights underground conduit has been run and footings holes have been drilled.
- JRF fence poles have been straightened and framing boards are being installed.
- Have been working on the Tree City USA app.
- WPS has an interest in taking over Summer Food Program.
- City Council approved a grant to fund Business Manager position for first year – 2025.
- Working on Zoo Budget with Kathy and Brittany.
- Working on detailed 2025 Parks and Rec budget.

ZOO Director:

- no report

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Reports from Commissioners and Committees:

Maintenance / Planning Committee:

Buildings

- JSF next step is to install heat.
- Interior will be constructed during winter months.

Grounds

- JRF fence and lights are being installed.

Equipment

- Front bearings and brakes on the People Mover Bus were installed.
- Car trailer was rebuilt last month (new axles, deck and paint).

Planning

- Quotes are needed for the Hughes Shelter floor replacement project.
- JRF fence have \$48,500 remaining to be invoiced.
- JRF lights have \$160,000 remaining to be invoiced.
- \$24,400 paid to NDSCS to be reimbursed by City of Wahpeton. Del 12/18 to city.

Personnel/Finance Committee:

Personnel:

- Summer Scepaniac and Josh Cook will start December 26, 2024.
- Park Worker III Paul Nelson resigned at Park & Rec.

Finance:

- End of month balances
 - Park Board \$276,037.26.
 - P&R Foundation \$203,809.13.
- Other Assets
 - (total) \$415,000
 - Zoo debt - \$331,826.92
- Budget Review:
 - Major Expenses - JRF lights, JRF Fence, JSF restrooms
 - Major Revenue - JRF lights, JRF Fence, JSF restrooms

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Recreation:

- Men's Basketball will be starting January 8th.
- Basketball will host 3 tournaments.
- Women's and Coed will start up January 13 & 15th.
- College Archery will be using the gym 1/week with a charge.
- Gym is reserved for traveling basketball teams 3:30-9.

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

Scheduled Committee meetings:

- **Maintenance / Planning Committee** – Tuesday, January 7, 2025- 12 PM – Park Shop.
- **Personnel / Finance Committee** – Wednesday, January 8, 2025, 12:00 PM – WCC.
- **Recreation Committee** – Thursday, January 9, 2025 - 12:00 PM – WCC.

Commissioner's Requests:

- None

Financial Reports:

- Financial reports available.
- Monthly bills submitted.

*Hatting 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, January 15, 2025- 5:15 PM – Wahpeton Community Center.

Adjournment.

*Watson motioned to adjourn, seconded by Tobias. MC. 5-0.

Brian Watson, Park Board President

Connie Metcalf, Park Board Clerk