

Wahpeton Park Board Minutes

March 19, 2025

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, March 19, 2025, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Gripentrog, Hatting. Formaneck.

Staff present: Brad Edwardson - Director of Parks and Recreation, Curt Holtz –Park Superintendent, Josh Cook - Business Manager, Summer Scepianiak- Recreation Director, Kathy Diekman- Zoo Director, Park Board Clerk- Connie Metcalf.

Meeting was called to order by Park Board Commissioner Hatting.

Citizen's Request: none.

Approval of Minutes:

*Motion by Formaneck to approve the Park Board regular meeting minutes from February 19, 2025 seconded by Gripentrog. MC 3-0.

Reports from Officers:

Director of Parks and Recreation:

- JRF lights are up. Remaining items are power needs to be run, alignments, burial
- of old poles.
- Wellness Center operations are being worked on.
- Work continues for maintaining the zoo budget.
- Corporate Technologies is handling our IT account. Digital guru is handling our
- Security, phones and website.
- Field Calendars are up and running on the website.
- Summer will be handling the Baseball League registration.
- Brad will be handling softball leagues.

Zoo Director

- Budget needs to be reduced to \$25K for advertising.
- Credit card usage and receipts were discussed.
- Conflict of Interest needs to be resolved.
- Monthly labor payments must be immediately reimbursed to the Park District. After the Zoo opens and start generating revenue they will also need to pay for January and February to make our 2025 budget whole.

Wahpeton Park Board

Reports from Commissioners and Committees:

Maintenance / Planning Committee: Curt Holtz

Buildings

- Maintenance shop organized and painted.
- .Wood Shop working on sheetrock and plumbing.
- Keeble must be completed – priority.

Grounds

- JRF lights are up. Need wiring and lights adjusted.
- Need to meet with Baseball Association about painting fence.
- Head of the Red may want to use hockey boards at outdoor arena.

Planning

- JRF lights have \$160,000 to be paid.
- Morris Painting from Fargo is giving us a bid on painting the JRF columns.
- Shop roof should be put in budget projects.
- Softball complex needs a lot of work prior 9U State Tournament.
- One quote for park sign has been received from MDI.

Other

Personnel/Finance Committee:

Personnel:

- Need to determine vacation policy.

Finance: Josh Cook

- End of month balances
 - Park Board \$217,748.47.
 - Park and Rec Foundation \$205,187.40.
- Other Assets
 - Bell CD - \$108,191.01
 - Bell Money Market- \$27,388.99
 - BMO Money Market - \$36,607.65
 - Edward Jones - \$7,483.11
 - RJ Hughes – Trust (US Bank)-\$151,007.69
 - Fleenor Trust (BMO) \$107,997.07
 - Zoo Debt - \$466,327.98
- Budget Review
 - Major Expenses- JRF lights, Scott’s Electric \$160,000 up on completion.
 - Major Revenue – Property taxes for General Fund, Summer recreation and Rentals

Wahpeton Park Board Minutes

Recreation: Summer

- Field Calendars are and running. Waiting on team schedules.
- Baseball Beniefit is March 29th at the WCC.
- Men’s Basketball - Three weeks left, playoffs start March 19th.
- CVB playoff’s start March 31st.
- Twin Town is being taken over by Breck- Breck fields 9-12. Wahpeton TT 5-8.
- * Formaneck motioned to approve the committee reports, seconded by Gripentrog. MC 3-0.

Scheduled Committee meetings:

- **Maintenance / Planning Committee** – Tuesday, April 8, 2025- 12 PM – Park Shop.
- **Personnel / Finance Committee** – Wednesday, April 9, 2025 - 12:00 PM – WCC.
- **Recreation Committee** – Thursday, April 10, 2025 - 12:00 PM – WCC.

Commissioner’s Requests: none

Financial Reports:

- Financial reports available.
- Monthly bills submitted.

*Formaneck motioned to approve financial reports and approve Park Board bills, seconded by Gripentrog. MC. 3-0.

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

Date of Next meeting: Wednesday, April 16, 2025- 5:15 PM – Wahpeton Community Center.

Adjournment:

* Gripentrog motioned to adjourn, seconded by Formaneck. MC 3-0.

Brian Watson, Park Board President

Connie Metcalf, Park Board Clerk