

Wahpeton Park Board Minutes

November 20, 2024

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, November 20, 2024, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

Commissioners present: Watson, Gripentrog, Tobias, Hatting.

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 Tobias to approve the Park Board regular meeting minutes from October 23, 2024, seconded by Hatting. MC 3-0.

Approval of Special Meeting Minutes:

*Motion by Hatting, seconded by Tobias to approve the November 6, 2024, Special Meeting minutes of Wahpeton Park Board. MC 3-0.

Reports from Officers:

Director of Parks and Recreation:

- JFR lights footing piers, poles, lights have arrived.
- Scott's Electric has done some preliminary work.
- JRF fence project is still being worked on.
- Workforce Safety Insurance audit November 6.
- Follow up on safety policies is needed.
- Working on WCC gym use policy.
- Working on Business Manager job description.
- Working on Youth Basketball tournaments.
- Working on Zoo Budget.
- Working on detailed Park/Rec budget.
- Working on 5-year capital improvement plan.

ZOO Director– no report

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Reports from Commissioners and Committees:

Maintenance / Planning:

- **Maintenance**
 - **Buildings**
 - All buildings have been winterized.
 - NDSCS working on restrooms at JSF.
 - **Grounds**
 - Removed all dead trees.
 - Young trees have been watered
 - Removed fencing around JRF for new lights.
 - **Equipment**
 - All picnic tables and equipment have been put away for winter.
- **Planning**
 - No equipment purchases.

Personnel/Finance:

- Summer Scepaniac accepted the Recreation Manager position. She will start in early January.
- **Accounts Summary:**
 - Checking –Park Board \$604,790.53
 - P&R Foundation \$205,998.31
 - 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:**
 - Meeting with city to request help with zoo reimbursement to park \$400k.

Recreation:

- Men's Basketball will be meeting in couple weeks.
- Basketball will host 5 tournaments.

*Hatting motioned to approve the committee reports, seconded by Watson. MC 4-0.

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Scheduled Committee meetings:

Maintenance / Planning Committee – Tuesday, December 10, 2024- 12 PM – Park Shop.

Personnel / Finance Committee – Wednesday, December 11, 2024, 12:00 PM – WCC.

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

Commissioner's Requests:

None

Financial Reports:

*Watson motioned to approve financial reports and approve Park Board bills, seconded by Tobias.
MC. 4-0.

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

Date of Next meeting:

Wednesday, December 18, 2024- 5:15 PM – Wahpeton Community Center.

Adjournment:

*Tobias motioned to adjourn, seconded by Watson. MC. 4-0.

Brian Watson, Park Board President

Connie Metcalf, Park Board Clerk