

# Wahpeton Park Board Minutes

April 16, 2025

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton Park Board was held on Wednesday, April 16, 2025, at 5:15 pm at the Community Center in Wahpeton, North Dakota.

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

Guests: Stacia Henningson

Staff present: Brad Edwardson - Director of Parks and Recreation, Curt Holtz –Park Superintendent, Josh Cook - Business Manager, Summer Scepaniak- Recreation Manager, 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 March 19, 2025 seconded by Formaneck. MC 5-0.

## **Reports from Officers**

### **Director of Parks and Recreation:**

- JRF lights are up and working. Cleanup of old remains is left.
- Work continues zoo budget. Josh will be maintaining zoo financials with the help of zoo employees.
- Applied for a \$4,000 NDCA grant for Music in the Park.
- Summer Food Program grant was awarded. Details of our program next week.
- Attended USA Softball NDF spring meeting in Jamestown.
- Wellness Center discussion.
  - Operations agreements are being worked on.
  - Possible impacts on the Park Board budget.
    - Park Board share of State Aid currently at about \$190k per year. The PB is currently given by the city, 25% of the city's share of the 5% state sales tax. City would possibly revoke that share so it could be used to service Wellness Center debt.
    - Park would no longer need the CC and would likely move out. The city provides the Park Board \$40k annual funding to maintain CC.
    - Park earns about \$15k per year from indoor rec programs. These earnings would go to the Wellness Center account depending on how the programs are set up.
  - The Memorandum of Understanding (MOU) purpose is that NDSCS and the Park Board agree to work together in the Wellness Center that is best for the wellness of the town.

\*If wellness center is built Wahpeton Park Board approves Park and Rec staff to run the facility. Motion by

\*Accept MOU between Wahpeton Park Board and NDSCS as written. Motion by Hatting seconded by Watson. MC 5-0.

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## Reports from Commissioners and Committees:

### **Maintenance / Planning Committee:** Curt Holtz

#### **Buildings**

- Water is on at all sites. Except dog park due to cooler temps at night yet.
- Keeble interior is complete.
- **Grounds**
- JRF lights are completed.
- Outfield fence will be painted.
- Kidder lights were changed to LED.

#### **Planning**

- Shop Roof should be put in the future budget.
- JRF lights have \$160,000 to be paid.
- Meeting with Morris Painting from Fargo to get bid on JRF column painting.( \$17k)
- Baseball would like to move in a stand alone building. South side of complex.
- Baseball paying for the electrical? Siding? Roofing? Donations? Tabled it until May meeting so PB can get more info on this plan.

#### **Other**

- PB would like to extend Kidder Campground RV and tent sites.
- \* Hatting motioned to approve expanding campground, seconded by Formanek. MC 5-0.
- \* Tobias motioned to rescind camping stays time limit, seconded by Hatting. MC 5-0.
- HOR interested in Multi-court boards. Tabled until May meeting.

### **Personnel/Finance Committee:**

#### **Personnel:**

- Starting to get summer applications coming in on-line.
- Need to determine vacation policy for employees.

#### **Finance:** Josh Cook

- End of month balances
  - Park Board \$578,621.68
  - Park and Rec Foundation \$211,489.70
- Other Assets
  - Bell CD - \$108,191.01
  - Bell Money Market- \$27,418.07
  - BMO Money Market - \$36,585.71
  - Edward Jones - \$7,883.06
  - RJ Hughes – Trust (US Bank)-\$151,007.69
  - Fleenor Trust (BMO) \$107,997.07
  - Zoo Debt - \$466,059.04

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- Budget Review
  - Major Expenses- JRF lights, Scott's Electric \$190,000 open invoice
  - Major Revenue – Property taxes for General fund, Specials and Capital Improvements has started to come in.

## **Recreation:** Summer Scepaniak

- Scheduling practices and games-posted on website.
- Summer programs went live April 1 – has been steady.
- Sponsorship letters went out last week. They are coming in steady in the mail.
- Jay Dickey updated programs and info online.

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

## **Scheduled Committee meetings:**

- **Maintenance / Planning Committee** – Tuesday, May 13, 2025- 12 PM – Park Shop.
- **Personnel / Finance Committee** – Wednesday, May 14, 2025 - 12:00 PM – WCC.
- **Recreation Committee** – Wednesday, May 14, 2025 - 12:00 PM – WCC.

## **Commissioner's Requests:**

### **Financial Reports:**

- Financial reports available.
- Monthly bills submitted.

\*Tobias motioned to approve financial reports and approve Park Board bills, seconded by Hatting. MC. 5-0.

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

**Date of Next meeting:** Wednesday, May 21,2025- 5:15 PM – Wahpeton Community Center.

## **Adjournment.**

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

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**Brian Watson, Park Board President**

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**Connie Metcalf, Park Board Clerk**