

**PARK & RECREATION BOARD MEETING  
ARCC – Eagles Nest  
February 5 – 12:00 NOON**

President Matt Prehn called the meeting to order at 12:00 pm.

**Members Present:** Doug Farrand, Nick Gehrts, Tarah Heupel, Tom Kuck, Matt Prehn, Bethany Russell and David Sandvig.

Also present were Lynn Lander, City Manager and Josh Rife, City Councilman.

**Meeting Minutes:** Doug Farrand made a motion to accept the minutes. Motion seconded by Tarah Heupel. All present voting aye. Motion carried.

**Financial Statements:** Financials were unavailable for January.

**Bills:** Bills received in the past month and merchant card processing fees for next month were reviewed. Such audited bills and fees for services, supplies, repairs, and maintenance for the Park, Recreation and Forestry Department will be included in the department bills approved hereafter by the City Council and set forth in the minutes of the City Council.

David Sandvig made a motion to approve payment of all bills presented, to approve merchant card processing fees for next month, and to authorize the President and Secretary to issue a requisition for a warrant upon the Finance Officer to spend Park and Recreation monies for payment of such bills and fees. Motion seconded by Bethany Russell. All present voting aye. Motion carried.

**Order of Business:**

**Consider bids for 16' rotary mower for the Parks Division and a sprayer for the Golf Division.** Mark Hoven presented information to the board on the bids received. He recommended to accept the bid from MTI for both Schedule A & B. Doug Farrand made a motion to accept the bids from MTI Distributing for both the 16' rotary mower for \$110,140 and the sprayer for \$54,301.56. The motion was seconded by Bethany Russell. All present voting aye. Motion carried. A copy of all bids received are on file in the Aberdeen Park, Recreation & Forestry office.

**Declare surplus a 2005 Toro Ground Master 580D with cab M/N 30582 S/N 250000204.** David Sandvig made a motion to declare said item as surplus. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

**Request authorization to advertise for bids for Chemicals, Fertilizer and Grass Seed.** Mark Hoven requested permission to advertise for bids for the annual Chemical, fertilizer and Grass Seed order. Tarah Heupel made a motion to authorize advertising for bids for the chemical, fertilizer and grass seed order. The motion was seconded by Bethany Russell. All present voting aye. Motion carried.

**Request authorization to apply for two (2) South Dakota Arts Council Grants.** David Eckert presented information to the board on the grants that are available to apply for thru the South Dakota Arts Council. Doug Farrand made a motion to authorize the department to apply for the South Dakota Arts Council Grants. The motion was seconded by Bethany Russell. All present voting aye. Motion carried.

**Consider amendment to agreement with Helms Engineering for the design and bidding of the new Softball Complex as per City Attorney approval.** Bob Babcock from Helms Engineering presented information to the board on the next phase on the construction of the softball complex. Nick Gehrts made a motion to approve the amendment to the agreement with Helms Engineering for the design and bidding of the new softball complex. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

**Consider proposal with Great Plains Sponsorship for fundraising for the new softball complex per city attorney approval.** David Sandvig made a motion to table this agenda item until further information is available. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

**Update on the revised Capital Outlay Budget.** Mark Hoven presented information to the board on changes that have been made to the capital outlay budget. David Sandvig made a motion to approve the revised capital outlay budget as presented. The motion was seconded by Tarah Heupel. All present voting aye. Motion carried.

**Adjournment:** With no further regular business, Doug Farrand made a motion to adjourn the meeting. Motion was seconded by Bethany Russell. All present voting aye. Motion carried. Meeting adjourned.

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Submitted by:

\_\_\_\_\_  
Doug Farrand, Secretary

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Wende Holzkamm, Office Manager

**Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:**

Signed by:

\_\_\_\_\_  
Matt Prehn, President

\_\_\_\_\_  
Date

Countersigned by:

\_\_\_\_\_  
Doug Farrand, Secretary

\_\_\_\_\_  
Date