

**PARK & RECREATION BOARD MEETING
ARCC – Eagles Nest
March 4 – 12:00 NOON**

Vice President David Sandvig called the meeting to order at 12:00 pm.

Members Present: Nick Gehrts, Tom Kuck, Bethany Russell and David Sandvig.

Also present were Lynn Lander, City Manager and Ron Wager, City Attorney.

Meeting Minutes: Nick Gehrts made a motion to accept the minutes. Motion seconded by Bethany Russell. All present voting aye. Motion carried.

Financial Statements: Financials for February were reviewed.

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.

Tom Kuck 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 Nick Gehrts. All present voting aye. Motion carried.

Order of Business:

Consider bids for fertilizer and chemicals. Mark Hoven informed the board that this was the annual order and the bids would be awarded on a line item basis. Nick Gehrts made a motion to accept the bids for the fertilizer and chemicals. The motion as seconded by Tom Kuck. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks, Recreation & Forestry Office.

Request authorization to apply for a Recreation Trails Program (RTP) grant for trail development in Baird Park. Mark Hoven presented information to the board on the RTP grant. Bethany Russell made a motion to authorize the department to apply for the Recreation Trails Program Grant. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

Request authorization to advertise for bids for the construction of a new softball complex. Mark Hoven and Bob Babcock from Helms Engineering presented information to the board on the new softball complex. Nick Gehrts made a motion authorizing the department to advertise for bids for the softball complex. The motion was seconded by Bethany Russell. All present voting aye. Motion carried.

Request authorization to advertise for bids for the renovation to Smokey the Bear Plaza in Storybook Land. Mark Hoven presented information to the board on the proposed renovation to the plaza. Tom Kuck made a motion to authorize the department to advertise for bids for the renovation of the Smokey the Bear Plaza. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

Consider entering into a contract with Helms Engineering firm to assist with the construction of (3) three pickleball courts. Mark Hoven presented information to the board on the proposed construction of the pickleball courts. Tom Kuck made a motion to approve entering into the contract with Helms Engineering for the construction of three pickleball courts. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

Discussion of e-bikes ordinance and recommend amendments. Ron Wager, City Attorney spoke with the board on the e-bikes ordinance. Mark Hoven recommended that the Parks Committee meet in the next month and bring back recommendations to the board at the next meeting.

Declare as surplus (1) 2011 Kubota Utility Vehicle Model RTV 1100 SN: A5KC1HDAPAG024913 asset number 4974 Mark Hoven presented information to the board on the item for surplus. Nick Gehrts made a motion to declare the 2011 Kubota Utility Vehicle as surplus. The motion was seconded by Bethany Russell. All present voting aye. Motion carried.

Executive Session to discuss contractual matters with legal counsel (SDCL 1-25-2(3)).

Nick Gehrts made a motion for the board to move into Executive Session. The motion was seconded by Bethany Russell. All present voting aye. Tom Kuck made a motion to leave Executive Session. The motion was seconded by Nick Gehrts.

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

Submitted by:

Doug Farrand, Secretary

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