

## **PARK & RECREATION BOARD MEETING**

**Eagles Nest**

**February 2, 2022 – 12:00 NOON**

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

**Members Present:** Jake Cramond, Doug Farrand, Nick Gehrts, Tarah Heupel, Tom Kuck, and David Sandvig. Also present: Joe Gaa, City Manager.

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

**Financial Statements:** January financials 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.

Doug Farrand 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 Jake Cramond. All present voting aye. Motion carried.

### **Order of Business:**

**Consider Resolution Number 2022-01 to Set a Public Hearing Date of Wednesday, March 2, 2022 to Consider Entering into a Lease Agreement with the Hub City Softball Association to Operate the Players Field South Concessions Stand for a Three-year (3) Period.** Mark Hoven informed the board that this would be for the operation of the concession stand at Players Field South. Dewey Tullar for the Hub City Softball Association was present and spoke with the board about their interest in operating the proposed agreement and running the concession stand. Tarah Heupel made a motion to set the date for the public hearing on Resolution 2022-01 for March 2, 2022. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

**Award bids for the Irrigation Materials for Wylie Park.** Mark Hoven informed the board of the bids received for the materials for the Wylie Park irrigation system. This bid will be awarded on a per line-item basis. Tom Kuck made a motion to approve the bids for the irrigation materials. The motion was seconded by Doug Farrand. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks & Recreation Office.

**Award bids for Phase II Drainage Improvements at Lee Park Golf Course.** Mark Hoven informed the board of the bids received for the project, recommending to accept the bid from HF Jacobs Construction after removing the line items for sod and seeding. Nick Gehrts made a motion to accept the bid from HF Jacobs Construction less the line items for sod and seeding in the amount of \$146,450. The motion was seconded by Jake Cramond. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks and Recreation Office.

**Award Bids for Tree and Stump removal within the Community.** Aaron Kiesz spoke with the board about the bids received. These bids will be awarded on a per line-item basis. Doug Farrand made a motion to accept the bids as presented. The motion was seconded by Tarah Heupel. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks and Recreation office.

**Request Authorization to Apply for a Recreation Trails Program (RTP0 Grant for Trail Development in the Nature Park.** Mark Hoven informed the board of the opportunity to apply for the RTP grant to assist in trail development in the Nature Park. Doug Farrand made a motion to authorize the application for the RTP Grant for Trail Development within the Nature Park. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

**Declare Animals as Surplus for the Wylie Park Zoo.** Tyler Bierman informed the board of the animals that need to be listed as surplus from the zoo. Tom Kuck made a motion to approve placing the designated animals as surplus. The motion was seconded by Tarah Heupel. All present voting aye. Motion carried.

**Request Authorization to Apply for Grants from the South Dakota Arts Council for the Storybook Land Festival.** David Eckert informed the board of the opportunities to apply for the two grants from the SD Arts Council. Doug Farrand made a motion to authorize the grant applications to the South Dakota Arts Council for the SBL Festival. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.


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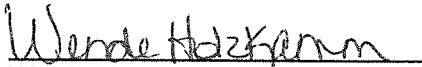
**Authorize to Bid for Fertilizer, Chemicals and Grass Seed for the Department.** Mark Hoven informed the board this was in for the annual order for the department. Tarah Heupel made a motion to authorize to bid for fertilizer, chemicals and grass seed for the department. The motion was seconded by Jake Cramond. All present voting aye. Motion carried.

**Approve Change Order #1 from Wright & Sudlow for work on the Inclusive Playground at Storybook Land.** Mark Hoven informed the board that the change order is needed as additional sidewalk had to be removed. The change order totals \$854.57. Doug Farrand made a motion to approve the change order in the amount of \$854.57. The motion was seconded by Nick Gehrts. All present voting aye. Motion carried.

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

Submitted by:

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

  
\_\_\_\_\_  
Wende Holzmann, 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:

\_\_\_\_\_  
David Sandvig, President

\_\_\_\_\_  
Date

Countersigned by:

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

03/02/2022  
Date