

**PARK & RECREATION BOARD MEETING
Aberdeen Senior Center
March 8, 2023 – 12:00 NOON**

President David Sandvig called the meeting to order at 12:02 pm.

Members Present: Doug Farrand, Tarah Heupel, Kristan Morris, David Sandvig and Dewey Tullar. Also present was Joe Gaa, City Manager.

Open Forum: No one came forward in the open forum to address the board.

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

Financial Statements: February 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.

Kristan Morris 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 Tarah Heupel. All present voting aye. Motion carried.

Order of Business:

Consider and Approve an Amendment to Exhibit A of Gifts by Aberdeen Sertoma Club for Wylie Park/Storybook Land/Land of Oz. Mark Hoven and Scott Noeldner from the Sertoma Club presented information to the board on the current agreement with the Sertoma Club and their request to add an additional ride to Storybook Land. Tarah Heupel, Doug Farrand, Dewey Tullar, and David Sandvig voting aye. Kristan Morris -abstain. Motion carried.

Authorization to Bid for 1 New Family Ride for the Land of Oz – Mark Hoven presented information to the board requesting authorization to bid for a new ride to be located inside of Storybook Land. Dewey Tullar made a motion to authorize requesting bids for one new ride to be placed in Storybook Land. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Award Bids for Chemicals and Fertilizer for the Department – Tyler Bierman presented information to the board on the bids received. This is a per item bid. Doug Farrand made a motion to accept the per item bids for the chemical and fertilizer supplies. The motion was seconded by Dewey Tullar. All present voting aye. Motion carried. A copy of all bids received are on file in the Parks, Recreation & Forestry Office.

Consider Bids for Installing Water and Sewer into Cabin Sites at Wylie Park – Mark Hoven presented information to the board on the bids received, recommending accepting the alternate bid for all 9 cabins to install the water and sewer. Tarah Heupel made a motion to tentatively award the Campground Cabin Improvements Project, Base & Alternate Bid to B&B Contracting Inc. Aberdeen SD in the amount of \$153,796.30 contingent upon funding agency approval. The motion was seconded by Kristan Morris. 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 Land and Water Conservation Fund (LWCF) Grant for Park Improvements - Mark informed the board of the opportunity to apply for a LWCF grant. Mark Hoven informed the board of the opportunity to apply for a Land and Water Conservation grant. Kristan Morris made a motion authorizing the department to apply for a Land and Water Conservation Grant for park improvements. The motion was seconded by Tarah Heupel. All present voting aye. Motion carried.

Consider and Approve New Policy and Procedures for the New Ossuarium at Riverside Cemetery – Ryan Smith presented information to the board on the progress of the cremation garden and the need for the proposed updates to the cemetery policies and procedures. Dewey Tullar made a motion to accept the policy and procedure changes. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

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

Submitted by:



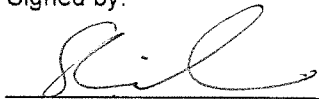
Doug Farrand, Secretary



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

4-11-2023
Date

Countersigned by:



Doug Farrand, Secretary

4-11-2023
Date