



1002 2nd Ave. SE., P.O. Box 2014
Jamestown, ND 58402-2014
Phone: 701-252-3982
Fax: 701-252-3914

TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, May 14, 2018 4:00PM

I. MINUTES OF THE PREVIOUS MEETING

II. MONTHLY BILLS

III. OLD BUSINESS

IV. NEW BUSINESS:

- A. On TRAC Learning Center Family Handbook**
- B. City Forester**
- C. Budget**

V. REPORTS:

- A. John M**
- B. Junior**
- C. Amy**
- D. Ted**
- E. John R**

MINUTES OF THE REGULAR BOARD MEETING DATED May 14, 2018

PRESENT: Chairman Larry Knoblich, Vice Chairman Ron Olson, Mike Landscoot, Mark Ukestad

OTHERS: Doug Hogan, Director, Bonnie Ukestad, Amy Walters, John Miller, John Ruff, Ted Kapp, Junior Kautz

GUESTS: Chris Olson – Representing the Jamestown Sun, Mitch Ostlie

ABSENT: Richard Ryan

Chairman Larry Knoblich called the meeting to order at 4:00pm.

Ron Olson made a motion to approve the April 9, 2018 minutes as written. Mark Ukestad seconded. All approved.

Mike Landscoot made a motion to approve the May 7, 2018 special meeting minutes as written. Ron Olson seconded. All approved.

Mike Landscoot made a motion to approve the monthly bills. Mark Ukestad seconded. All approved.

OLD BUSINESS:

None

NEW BUSINESS:

On TRAC Learning Center Family Handbook: Each board member received the handbook in their board packet. The handbook is required for the Learning Center and will need to be reviewed each year during licensing.

Mark Ukestad motioned to approve the On TRAC Learning Center Family Handbook. Ron Olson seconded. All approved.

City Forester: Sheri Steckler was unable to attend meeting but Ron Olson spoke with her and she wants a nursery by the pond (in addition to the current bare root nursery). The first week of June a truck is coming with trees for walking path (to replace those taken down), trees for orchard by TRAC and plants for the Sensory Garden. She is wants a leveled off area for potted trees. No cost or design plans was submitted. We will help unload the trees and will plant the trees along the walking path.

Budget: Budget is due earlier this year – August 10th, we will need to approve the preliminary budget at our July board meeting.

REPORTS:

John M:

- Mowing
- We are dry, challenge right now is the 50' irrigation break – hoping to fix this week, need running so May 21st the VFD's can be installed..
- The holding pond is full – no bubbles

Junior:

- Ice is out of both rinks – drying out
- Refrigeration guys were here
- Getting summer projects underway

- Amy:** Submitted a written report
- Relicensing went well and we will now be licensed as a preschool
 - First session of swim lessons went well – 200 participants. Will now have ongoing lessons.
 - Received two grants: Garden & Orchard
 - Will be putting out RFP for storage building which will be NE of the bubble.
 - Ongoing pool staining issues being addressed.
- Ted:**
- Mowing
 - Hiring for summer
 - Windscreens are up at tennis courts
- John R:**
- Open for about 20 days – going well
 - Workers are hired
 - First tourney in the early part of June

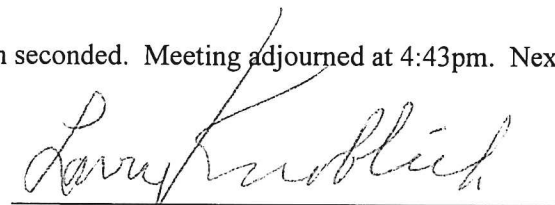
Doug informed the board that the ND League of Cities is holding an Elected Officials Workshop in Jamestown at the Gladstone Inn on July 10th from 5:30-7:30. Mark your calendars as current and new board members should attend this event.

Mike Landscoot inquired about the Disc Golf Course on the Island. Doug Hogan has spoken with the new county parks superintendent and they will be mowing and caring for the Disc golf course.

Mark Ukestad moved to adjourn. Ron Olson seconded. Meeting adjourned at 4:43pm. Next scheduled meeting is June 11, 2018.



BONNIE UKESTAD, CLERK



LARRY KNOBLICH, CHAIRMAN

MAY 2018

BANK FORWARD - Specials	401.86
Leroy Kautz Jr. - Mileage	159.69
Unison Bank - Petty Cash	235.91
AFLAC	681.88
AT&T Mobility	168.93
Callaway Golf	218.58
Central Business Systems, Inc.	4245.91
Central Valley Health District - Learning Center	65.00
City of Jamestown - BCBS	14715.47
City of Fargo	176.00
Dakota Central Telecommunications	1262.40
DT Golf Holdings, Inc.	474.92
Equity Insurance Inc	34.00
FLORIAN METRIC LEASING, INC.	3423.00
First State Bank (TRAC equip lease)	1537.56
First State Enterprises	300.00
First State AF	110.73
Ohnstad Twichell, P.C.	1282.50
Ottertail Power Company (TRAC)	15733.03
Mason Segall - TRAC Refund	100.00
Superior Tech Products	3047.50
Trusco Manufacturing	323.84
Wilson Sporting Goods	161.97
WWGoetsch Associates, Inc.	403.98
Handy Dan - Dan Lovell (Sensory Garden)	2278.00
Jessica Vandel - Mileage	57.50
Bailee Graves - Mileage (Tennis clinic)	39.24
David Lynch - Mileage	107.48
Walters Gardens - Sensory Garden	1118.58

BILLS TO BE PAID:

Arden Opportunities, INC	90.00
Associated Supply Company	3027.01
Athletica Sports Systems Inc.	338.00
Beacon Athletics	1498.00
Dennis Behm - TRAC Refund	37.45
Border States Paving, Inc. - TRAC grade	4450.00
Butler Machinery	4.19
Central Business Systems, Inc.	159.00
Farmers Union Co-op Oil	107.00
Cole Papers Inc.	260.48
D & B Portables LLC	175.00
Dacotah Paper Co.	1073.15
Dakota Dust-Tex, Inc.	80.75
Dakota Rain Lawn Irrigation	1435.15
Dakota Rental Center	171.54
Dan Poland Machine, Inc	30.00
Easy Picker Golf Products	269.57
E.A. Sween Company	118.18

2017 Farmers Brothers	145.63	2017
Fastenal Company	896.27	
Greenwood Plumbing & Htg	372.12	
Gun and Reel Sports	129.60	
Hanson Tire Service	93.00	
Hawkins , Inc.	3701.90	
High Plains Water	9.00	
Home of Economy	130.35	
Hugos #9	119.07	
9376.14 Infinity Building Services	559.19	
I3G Media	250.00	
City of Jamestown	2987.17	
Jamestown Sun	72.98	
Jamestown Vacuum Center	18.75	
Johnson Controls	495.00	
Mike Kory - Kite Fest	3200.00	
Multimedia Sales	128.00	
Larry's Electric, Inc.	2391.46	
LEAF	214.21	
Calli Lynch - Lifeguard Reimburse	60.00	
Mac's Inc	99.25	
Montana Dakota Utilities	2862.22	10232.50
Capital One Commercial - Menards	2635.70	
MTI Distributing	981.91	
Napa Auto Parts	483.86	
Newman Traffic Signs	1013.50	
NW Tire Inc.	34.99	
Office Depot, Inc.	65.33	
O'Reilly Automotive Inc. Parts	3.99	
"Orr"iginals	421.82	
Ottertail Power Company	6082.72	8731.29
Pepsi-Cola	780.36	
Praxair Distribution Inc.	28.83	
Centurylink	113.13	
Red River Refrigeration	897.76	
Superior Tech Products	14372.50	
Titleist	525.65	
Traut Lawn Irrigation	504.47	
Traut Wells	20.50	
True Value Hardware	133.87	
Tractor Supply Credit Plan	253.89	
Turfwerks	343.64	
Twin City Sharpening, Inc.	137.50	
Unison - Credit Card	1570.95	
John Deere Financial	166.02	
Vining Oil Company	3440.34	
Walmart Community	1206.47	
Wildside Creations	100.00	
Emily Badenhorst - TRAC Refund	100.00	
Fessenden Park Board - TRAC Refund	225.00	

May Accts. Payable:	\$ 55,514.99
May Payroll	\$112,709.72
TOTAL MAY BILLS:	\$168,224.71