

**PARK & RECREATION BOARD MEETING
Eagles Nest
May 4, 2022 – 12:00 NOON**

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

Members Present: Jake Cramond, Doug Farrand, Tarah Heupel, Kristan Morris and David Sandvig. Also present: Joe Gaa, City Manager and Ron Wager, City Attorney.

Meeting Minutes: Jake Cramond made a motion to accept the minutes. Motion seconded by Kristan Morris. All present voting aye. Motion carried.

Financial Statements: April financials were unavailable.

Bills: Bills received in the past month and merchant card processing for next month were reviewed. Such audited bills and fees for services, supplies, repairs, and maintenance for the Parks, 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 Tarah Heupel. All present voting aye. Motion carried.

Order of Business:

Award bid for Site work at the cremation garden within Riverside Cemetery. Mark Hoven informed the board of the bids received and recommending acceptance of the bid from Wright & Sudlow. Doug Farrand made a motion to accept the bid from Wright & Sudlow in the amount of \$57,600 for the site work for the cremation garden at Riverside Cemetery. 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.

Consider bid for the purchase of a columbarium located within Riverside Cemetery. Mark Hoven informed the board that there were no bids received for the columbarium and that by state law we can now go out and solicit bids for the columbarium. Ryan Smith also spoke with the board about the projected budget for the project. Doug Farrand made a motion to authorize the department to solicit bids for the columbarium. The motion was seconded by Jake Cramond. All present voting aye. Motion carried.

Authorization to bid for Playground Equipment for the Children's Garden at the Arboretum. Mark Hoven requested authorization from the board to bid for playground equipment to be placed in the Children's Garden area in the Arboretum. Tara Heupel made a motion to authorize for bids the playground equipment to be placed in the children's garden at the Kuhnert Arboretum. The motion was seconded by Kristan Morris. All present voting aye. Motion carried.

Addendum to Cooperative Use Agreement with Aberdeen School District to Reflect Brownell Activities Complex. Mark Hoven informed the board of the addendum to the agreement reflects the name change to the Brownell Activities Complex. Tara made a motion to approve the addendum to the cooperative use agreement with the Aberdeen School district. The motion was seconded by Kristan Morris. All present voting aye. Motion carried.

Possible Approval of Alcohol Policy for Submission to the City Council. Ron Wager presented the requested changes to the board on the proposed Alcohol Policy. A discussion was held. Tara made a motion to approve submission of the proposed alcohol policy and appendices to the City Council. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Presentation from Golf Course Superintendent and Lee Park Golf Pro on the upcoming golf season. Charles Kornmann and Jon Murdy presented information to the board on the upcoming season at Lee Park Golf Course.

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Adjournment: With no further regular business, Kristan Morris made a motion to adjourn the meeting. Motion was seconded by Jake Cramond. 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

6/8/22

Date

Countersigned by:

Doug Farrand, Secretary

Date