

**PARK & RECREATION BOARD MEETING**  
**Eagles Nest**  
**August 2, 2023 – 12:00 NOON**

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

**Members Present:** Taylor Armstrong, Jake Cramond, Doug Farrand, Tarah Heupel, Kristan Morris, David Sandvig and Dewey Tullar. Also present was Charlotte Liebelt, City Liaison and Josh Rife, City Liaison.

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

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

**Financial Statements:** July 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 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.

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 Taylor Armstrong. All present voting aye. Motion carried.

**Order of Business:**

**Authorization to Bid for Playground Improvements at Manor Park and Storybook Land:** Mark Hoven requested authorization to bid for playground improvements at both Manor Park and the Jack and Jill Hill slide in Storybook Land. Dewey Tullar made a motion authorizing to bid for playground improvements at Manor Park and Storybook Land. The motion was seconded by Doug Farrand. Discussion was held. All members present voting aye. Motion carried.


**Authorization to Bid for an Asphalt Trail Phase 1 at the Nature Park:** Mark Hoven informed the board that this item would need to be tabled as plans had to be modified and were not ready yet. Doug Farrand made a motion to table the request for authorization to bid for an asphalt trail phase 1 at the Nature Park. The motion was seconded by Kristan Morris. All present voting aye. Motion carried.

**Consider a Resolution with Aberdeen School District to Erect a School District Chain Link Fence on City Property at the Lincoln Ice Rink Facility:** Mark Hoven informed the board of the need for the resolution with the School District regarding the new fencing. Tara Heupel made a motion to approve the resolution with the Aberdeen School District to build a chain link fence on city property at the Lincoln Ice Rink. The motion was seconded by Kristan Morris. All present voting aye. Motion carried.

**Adjournment:** With no further regular business, Dewey Tullar 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 Holzkamm, Office Manager

**PARK & RECREATION BOARD MEETING**  
**Eagles Nest**  
**August 2, 2023 – 12:00 NOON**

**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

9/6/2023

Date

Countersigned by:



Doug Farrand, Secretary

9/6/2023

Date