

PARK & RECREATION BOARD MEETING
Eagles Nest
September 6, 2023 – 12:00 NOON

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

Members Present: Taylor Armstrong, Doug Farrand, Tarah Heupel, Kristan Morris, and David Sandvig. Also present were Joe Gaa, City Manager, and Robin Bobzien, newly appointed City Manager and Charlotte Liebelt, 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 Taylor Armstrong. All present voting aye. Motion carried.

Financial Statements: August 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 Tarah Heupel. All present voting aye. Motion carried.

Order of Business:

Consider a Memorandum of Understanding (MOU) with Aberdeen School District to Construct Two (2) Camping Cabins for Wylie Park Campground: Mark Hoven informed the Board of the need for the MOU with the School District to construct two cabins that will be replaced at Wylie Park Campground. Doug Farrand made a motion to approve the MOU with the Aberdeen School District to construct two camping cabins for Wylie Park Campground. The motion was seconded by Kristan Morris. All present voting aye. Motion carried.

Consider Bids for Playground Improvements at Manor Park and Storybook Land: Mark Hoven reviewed with the Board the bids that were received for playground improvements at both Manor Park and the Jack and Jill Hill slide at Storybook Land. Recommending acceptance of the bids from Dakota Playground in the amount of \$130,000 for Manor Park Playground and \$54,935 for a Roller Slide at Storybook Land. Taylor Armstrong made a motion to accept the bids from Dakota Playground in the amount of \$130,000 for Manor Park Playground and \$54,935 for a Roller Slide at Storybook Land. The motion was seconded by Doug Farrand. All present voting aye. Motion carried. A copy of all bids received will be on file in the Parks, Recreation and Forestry Office.

Report from Wylie Park Staff: Dawn Thorstenson informed the Board of the park's financial numbers thus far in the season. Dawn Thorstenson also discussed the future improvements of Oz Concessions due to the new Barnyard Ride location. Tyler Bierman updated the Board on current and future maintenance projects at Storybook Land, Wylie Park, the soccer fields, and Fossum Field.

Director Update: Mark Hoven informed the Board that the South Dakota Game and Fish Department has rejected our application for a grant to construct Phase 2 of the trails within the Northwest Nature Park. Mark Hoven explained we can continue to apply for the grant each year.


Report from Staff: Gene Morsching, David Eckert and Jackie Witlock informed the Board of upcoming activities in their respective departments.

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

Submitted by:




Doug Farrand, Secretary



Wende Holzkamm, Office Manager

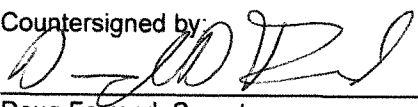
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Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:

Signed by: 

David Sandvig, President

10-4-23
Date

Countersigned by: 

Doug Farrand, Secretary

10-21-23
Date