

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

March 18, 2025

Present at this Regular Board Meeting were Commissioners Kale Stromme, Kelli Heilman, Peter Jerome, Mark Beighley and Jamie Beck. Also present was Superintendent Dennis Nybo, Office Manager Heather Brandvold, Dockside Manager Christy Remmick, Golf Course Superintendent Andy Hokanson and Parks & Facilities Manager Brent Schmitz. Absent was Clubhouse Manager Rob McIvor.

Comm Beck called the regular meeting to order at 12:00 pm on March 18, 2025 at Dockside Entertainment.

I. Minutes

Comm Stromme made a motion to approve the minutes from February 18<sup>th</sup> as presented, seconded by Comm Jerome. All aye, motion carried.

II. Visitors-Jason Wiberg

Jason was present to discuss the tournament fee charged at the Golf Course. Jason told the Board that in the past he has paid the Clubhouse \$20/golfer and this year Rob sent out the tournament information and it says \$30/golfer. Jason told the Board that this is a fundraiser for Devils Lake High School Activities and most of the golfers that participate in this tournament are not sponsored by Businesses so he tries to keep his fee lower. Jason told the Board that last year he wasn't charged per golfer and all the money they raised was put towards the high school golf program to get it started as the school won't fund the program for the next five years. Discussion was held. Comm Stromme made a motion to waiver the \$20/golfer fee charged to the DLHS Activities for their golf tournament as long as they put the equivalent of what they would have been charged towards the golf program, seconded by Comm Heilman. Discussion was held. Comm Stromme amended his motion to waive the fee for the next five years, seconded by Comm Beighley. All aye, motion carried.

III. Staff Reports

Andy Hokanson: Andy told the Board that they are getting ready for the upcoming season. Andy is hoping to be open by Mid-April. Andy told the Board that he currently has a guy working for him at the golf course that has a felony charge on his record, which is supposed to be reduced to a misdemeanor but our policy says we can't hire someone with a felony on their record. Andy is asking for him to be allowed to work part-time until May 1<sup>st</sup> as he is a good worker and he shows up and does the job. Discussion was held regarding the number of hours he is working. The Board agreed to allow it as long as he stays below 29 hours per week.

Brent Schmitz: Brent told the Board that the compressors are off at the Burdick and ice will be out in the next day or two. Brent told the Board that the compressor will be turned off on March 30<sup>th</sup> at the Bill Jerome. Brent also told the Board that the college was scheduled to have a baseball game this Saturday but that will not be happening. Brent mentioned that one of the High School coaches talked to him and would like to see us disallow the use of metal cleats on the turf. Brent told the Board that he feels the same and feels we should make a policy and inform all user groups of this. Brent told the Board that they have been busy cleaning the shop and Matt has done a wonderful job organizing things.

Christy Remmick: Christy told the Board that Dockside has been really busy. The first round of golf leagues and youth bowling leagues are finishing up. We have had some staffing issues but have been able to get shifts covered. Comm Stromme asked if there was a report that shows usage numbers. Christy told him that she can run a report.

Dennis Nybo: Dennis provided a written report. Dennis mentioned that he put out a PSA that there will be no swimming this weekend at NDSD. Dennis mentioned that we will not be having 5<sup>th</sup> and 6<sup>th</sup> grade volleyball this Thursday either due to everyone being gone to the State Basketball Tournament. Dennis told the Board that he

and Suzie will be presenting to Garrison Diversion on the grant application they submitted for Wheel Chairs and Walleyes.

IV. Bills

Comm Stromme made a motion to approve the bills, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

V. Treasurer's Report

Heather provided a written report and also updated the Board on the accounting software and told them we may need to change the chart of accounts as the new software does not allow for redundant numbers. Discussion was held.

VI. Old Business

A. Golf Course Clubhouse Prices

Dennis told the Board that the foundation board met last Friday to go over the bar and food prices. Dennis provided the Board with the updated price list that was approved by the foundation board. Discussion was held. Comm Stromme made a motion to approve the price list as presented, seconded by Comm Heilman. All aye, Comm Jerome Abstained.

B. Dockside Discounted Membership Renewal

Christy told the Board that last year we set a discounted membership rate of \$125.00 for LRC, REM, Human Service Center, etc. Christy asked if we are good with that rate since we are coming up on renewal time. Comm Stromme made a motion to keep the discounted rate of \$125 for the special user groups, seconded by Comm Beighley. All aye, motion carried.

C. Dockside Advertising-LR Guide and Borderline Print and Radio

Christy told the Board that she was approached by these people about advertising. Christy went over the prices. The Board took no action and will allow Christy to decide.

VII. New Business

A. Clubhouse Debit Card

Dennis told the Board the Foundation Board authorized Rob to get a debit card through the General Operating account so he could pay for things that like software updates that they don't take checks for.

B. Burdick Power Outage

Dennis told the Board that we had a power outage at the Burdick Arena on February 26<sup>th</sup> that took out some lights in the lobby and the glycol pump for the compressor. A claim was filed with NDIRF so we should only have to pay the deductible.

C. Burdick Compressor Rebuild

Brent told the Board that we got a quote for \$28,000 from Forrest Refrigeration for rebuilding the compressors at the Burdick. Discussion was held. Comm Stromme made a motion to approve the compressor rebuild, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

D. Personnel Policy Update

Heather told the Board that we made a couple of more adjustments to the personnel policy that we need approval on. On Page 3 under Employment Classification, we added #3. **Part-time employees-work 29 hours or less per week or under 130 hours per month.** On page 7 under Normal or Temporary Work Schedules we changed the FLSA back to **Six Hundred Eighty-Four Dollars (\$684)** due to the court appeal. We also eliminated wording under the Overtime and Compensatory Leave section, paragraph 2 line 1 we are removing **compensatory time** from the first sentence. Comm Jerome made a motion to approve the updates to the Personnel Policy, seconded by Comm Heilman. All aye, motion carried.

E. Final Audit Report

Heather went through the three findings in the final audit report. Discussion was held.

VIII. Commissioner Portfolios

Comm Heilman: No Report

Comm Jerome: No Report

Comm Beighley: No Report

Comm Stromme: Comm Stromme told the Board that we should add metal cleats on the Baseball Field to next month's agenda. Comm Stromme also asked Andy if he ever got prices to add to the cart shed. Andy told him due to the budget constraints he did not.

Comm Beck: Comm Beck mentioned that the Rodeo has been moved out to Peterson Arena. Discussion was held. Comm Beck also mentioned that he seen on Facebook that teams needed to sign up online for softball. Comm Beck thought we were supposed to get together with the softball group. Dennis told Comm Beck that it is a requirement of the state that the teams sign up online. Dennis told the Board that we are still collecting the money for the league fees this year and he has been meeting with the softball group once a month. Comm Beck also asked if anything is being done with the granite markers at the Golf Course. Dennis will talk to Rob about this. Comm Beck also mentioned that after the report we received on the pool he feels we need to look at a capital campaign for a refurbishment or replacement of the pool. Comm Beck also mentioned that the RTP grant opens on April 1<sup>st</sup> and we should look at applying for a sweeper attachment for the bobcat. Dennis told the Board that NDPRA would like the Park Districts to reach out to their local legislatures to oppose the end of daylight savings time. Dennis will be sending out a letter.

The next regular meeting was set for April 22<sup>nd</sup> at Noon.

Comm Jerome made a motion to adjourn, seconded by Comm Beighley. Comm Beck adjourned the meeting at 1:11 pm.

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Commissioner

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Recording Clerk