

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

January 20, 2026

Present at this Regular Board Meeting were Commissioners Kale Stromme, Kelli Heilman and Jamie Beck. Also present was Superintendent Dennis Nybo, Office Manager Sarah Coenen, Dockside Manager Jeff Brusven, Golf Course Superintendent Andy Hokanson, Recreation and Concession Manager Josh Widmer and Parks & Facilities Manager Brent Schmitz. Absent was Clubhouse Manager Rob McIvor and Commissioners Mark Beighley and Peter Jerome.

Comm Beck called the regular meeting to order at 12:00 pm on January 20, 2026 at Dockside Entertainment.

I. Minutes

Comm Stromme made a motion to approve the minutes from December 16<sup>th</sup> and January 6<sup>th</sup> as presented, seconded by Comm Heilman. All aye, motion carried.

II. Visitors

None Present

III. Staff Reports

Andy Hokanson: Andy told the Board that they have been busy cleaning and servicing machinery. Discussion was held. Andy also told the Board that he is going to start grooming ski trails at the course, is looking for someone with a side by side with tracks. Contacting Dahlen came up as a possibility.

Brent Schmitz: Brent told the Board that the compressor was down at the Jerome and this has been fixed but the cooling tower will need to be replaced. The tractor was out and needed repairs, leading edge came and fixed it right in the shop. Maintenance has been replacing shower heads and, repairing leaky faucets and toilets and furnace repair in the lobby at the Burdick. With the warm temps recently they are having to redo the outdoor rinks, Ruger is set for today and Lakewood by the end of the week. Comm Heilman brought up the soap dispenser on the far end doesn't seem to work, this will be replaced.

Josh Widmer: Josh reported to the Board that he has a new hire and is still wanting 1 or 2 to cover the workers who are in other sports. There is a new warmer set up at the Burdick and is helping and the cheese machine from Dockside is going to go over to the Burdick today. Winter Volleyball is starting tonight with Women's League and tomorrow for Co-Ed League.

Jeff Brusven: Jeff provided a written report. Jeff also mentioned that Silver Sneakers has changed qualifications and we lost 50 members who were on there previously. Jeff stated he has been working with Silver and Fit and also One-Pass to work on getting those that were taken off Silver Sneakers to get qualified. NDTC was in on 1/16 and added TV's above bowling lanes and also set up Picture in Picture in the bays so games etc could be watched while using the simulators. HS Golf coach reached out asking about setting up use of bays for practice on Thursday and Sunday evenings, Comm Stromme made a motion to approve same agreement as last year seconded by Comm Heilman.

Dennis Nybo: Dennis provided a written report. Dennis also mentioned with the weather over the weekend and having a hockey tourney there were changes that needed to be made as teams were not able to make it. He also mentioned that NDTC reached out and will be sponsoring open skate rentals and admissions in February. Dennis also mentioned that there was a Foundation meeting on January 5<sup>th</sup> and that they were questioning if bar prices would be changing, this will have to be revisited in the future.

IV. Bills

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

V. Treasurer's Report

Sarah provided a written report. Sarah also mentioned that we started the conversion to Quickbooks at the beginning of January with the help of Buchli, Britsch and Svidal, the conversion is going good but is working to try and get the reports as close to how the board has received them previously to continue to review them easier.

VI. Old Business

A. Superintendent Evaluation

Evaluation was completed and sent out to Board members and Superintendent for approval.

VII. New Business

A. Approval of Pledge of Securities

Dennis and Sarah told the Board that we need to approve the Pledge of Securities from First United Bank. Comm Stromme made a motion to approve the Pledge of Securities, seconded by Comm Heilman. All aye, motion carried.

B. Sarah Clerk, added to Signature Cards

Dennis asked the Board if we could get Sarah added to the signature cards (Petty Cash, General Operating, Payroll and Savings accounts) Comm Stromme made a motion to approve Sarah being added, seconded by Comm Heilman. All Aye, motion carried.

C. Superintendent Announcement

Dennis announced to the Board that his retirement date is May 1, 2026. The Board questioned if the job description will need to be updated or not, Dennis will look over and send to the board for review. The Board would like the job posting up by the end of January with a 3-4 week window for applications, post in Devils Lake journal, Job Service, ND Parks and Recreations and Indeed. As done previously there will be 2 commissioners and possibly a couple of other individuals conducting the interviews.

VIII. Commissioner Portfolios

Comm Heilman: Comm Heilman asked if there is a way to clean the glass at the Jerome on the viewing end. Brent explained how hard it would be to do while in the middle of season. It was brought up to get a quote on new glass like the Burdick has.

Comm Stromme: Reported that he came in to use the simulator bays after NDTC was here and the special permits have been in use and reports he enjoyed the experience. The Board asked Jeff if the special permits were getting used and was reported the use was low as we have not yet advertised just been by word of mouth, will do some advertising to see if it picks up.

Comm Beck: None.

The next regular meeting was set for February 24<sup>th</sup> at Noon.

Comm Stromme made a motion to adjourn, seconded by Comm Heilman. Comm Beck adjourned the meeting at 12:40 pm.

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Commissioner

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Recording Clerk