

# Devils Lake Park Board

## MINUTES

### Regular Board Meeting

November 19, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme, 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 Commissioner Kelli Heilman.

Comm Beck called the regular meeting to order at 12:03 pm on November 19, 2024 at Dockside Entertainment.

I. Minutes

Comm Beighley made a motion to approve the minutes from October 15<sup>th</sup> and October 30<sup>th</sup> as presented, seconded by Comm Jerome. All aye, motion carried.

II. Visitors-None

III. Staff Reports

Brent Schmitz: Brent told the Board that they started training on the new Zamboni yesterday and it's going to take some time to get used to it as it is a lot different. Brent told the Board that ice at Bill is in and practices have started over there. They are still having issues with condensation dripping from the ceiling. Brent told the Board that we lost power at the Bill last week and Ottertail had to come fix one of their power lines. Brent told the Board that the garage is 80-90 percent complete. Brent told the Board that all the winterizing is done. Comm Stromme asked Brent if he could get quotes for either a dehumidification system or fans from Big Ass Fan Company for the Bill Jerome. Brent told him he would get quotes.

Christy Remmick: Christy told the Board that we are up to 1013 members at Dockside. Heather mentioned that the arcade games were switched from cash to card so we should not go through as much change.

Dennis Nybo: Dennis provided a written report. Dennis mentioned that we are waiting for Johnson Controls to replace a panel on our fire suppressant panel. Dennis also mentioned we are still waiting on dates for when the pickleball courts will be replaced. Discussion was held.

Andy Hokanson: Andy told the Board that everything has been closed down at the course. Andy also told the Board that they fixed the drainage issues on Holes 11, 14 and 18. Comm Beck asked how the golf carts are holding up. Andy told them that we should be able to use them a couple more years before we look at trading them or selling them to get new ones.

IV. Bills

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

V. Treasurer's Report

Heather provided a written report.

VI. Old Business

A. Dockside BABBA Certificate

Dennis told the Board that Scot Long had a call with the RD Engineer Branch Chief yesterday morning to discuss a nonavailability waiver for the non-compliant items. Dennis is still waiting to hear from Scot.

B. Accounting Software

Heather told the Board that they have narrowed it down to two companies, Black Mountain and Gworks. Heather went through the comparisons with the Board. Heather told the Board that Gworks seems to be a little easier to use, but it sounds like Black Mountain might have a little better support from the references she spoke with. Discussion was held. Dennis mentioned that we wait until January so it can be put into next years budget. Comm Stromme made a motion to allow Heather and Dennis to pick between the Black Mountain and Gworks, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

VII. New Business

A. Approval of Pledge of Securities and Letter of Credit

Heather told the Board that we need to approve the pledge of securities with Bremer Bank and letter of credit with 1<sup>st</sup> United Bank. Heather mentioned that she forgot to do it earlier this year so we will need to approve both for the end of June and the end of September. Comm Jerome made a motion to approve the pledge of securities with Bremer Bank as of the June 30<sup>th</sup> and September 30<sup>th</sup> as presented, seconded by Comm Stromme. All aye, motion carried. Comm Jerome made a motion to approve the Letter of Credit with 1<sup>st</sup> United Bank for the end of June and the end of September, seconded by Comm Stromme. All aye, motion carried.

B. Health Department Pool Inspection Report

Dennis told the Board that we received the pool inspection report from Candace Berg and there are several items that need to be addressed prior to opening next summer. Dennis mentioned that some things like signage, depth markers and outdated testing supplies are easy fixes. Dennis mentioned that the more difficult issues will be the cracks on the decking and in the pool and the pooling of water. Discussion was held. Dennis will put together a plan to work on resolving the issues.

C. Personnel Policy Update

Heather told the Board that now that we have Dockside open year-round and part-time staff working year-round, we need to look at removing the permanent part-time staff from the personnel policy which was set up when we had Val as the treasurer. We would remove it from the classification section, the retirement section and personal leave, sick leave and vacation leave sections as it is not something the Park District would offer anymore. Comm Stromme made a motion to update the personnel policy as recommended, seconded by Comm Jerome. All aye, motion carried.

D. Burdick Compressor Update

Dennis told the Board that we had issues with the compressor on October 10th. We had to shut down the rink and Forrest came and drained the oil out of the chiller system. Forrest is getting prices to replace a float and the oil separator and will be coming back in a few weeks to check the system again. Dennis is looking for possible grant funding to replace the system.

E. BCBS 2025 Rate Increase

Heather told the Board that the insurance rate increased by 18.5 percent. Comm Beck asked if there were any Blue Cross Plans that were not aged based and suggested we shop around for insurance. Discussion was held. Dennis and Heather will do some more checking but it may be to late to switch for 2025.

F. Authorization to transfer funds

Heather told the Board that we may need to transfer funds from our savings account at First United to our AP account at Bremer to get us through until we start getting our larger tax collection checks early next year. Discussion was held. Comm Stromme made a motion to allow Heather to transfer \$200,000 from the savings account at 1<sup>st</sup> United to the AP account at Bremer Bank, seconded by Comm Jerome. Roll call vote, all aye, motion carried.

VIII. Commissioner Portfolios

Comm Jerome: No report

Comm Stromme: No report

Comm Beighley: No Report

Comm Beck: Comm Beck told the Board that he will be meeting with Dennis about salary increases and we will be discussing it at the December meeting. President Beck gave the commissioners the Superintendent Evaluation form to complete. Comm Beck asked if we received any applicants for the full-time position we advertised. Dennis told him we received 2 and he will be getting in contact with them to set up interviews.

The next Board meeting was set for December 17<sup>th</sup>.

Comm Jerome made a motion to adjourn, seconded by Comm Beighley. Comm Beck adjourned the meeting at 12:45 pm.

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Commissioner

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Recording Clerk