

Morton County Park Board Meeting Agenda

March 28, 2023

Commission Room, Morton County Courthouse

210 2nd Ave NW, Mandan ND

4:00 PM

Call to order

Roll Call

Approval of Agenda

Approval of minutes of previous meetings (January 24 & March 6, 2023)

Approval of monthly bills and payroll (February 28, 2023) - Geiger

Approval of monthly bills and payroll - Boehm

1. RIF (Reduction in Force)
2. Shelter (Valeri Entzel Memorial Park)
3. Crown Butte Dam Repairs
4. Park Updates

*ISSUES MAY BE ADDED OR DELETED BY MEETING DAY

MORTON COUNTY PARK BOARD MEETING

January 24, 2023

The Morton County Park Board Meeting was called to order on January 24, 2023, at 4:00 PM by Chairman Wetsch. Also present were Members Boehm, Morrell, Geiger and Kist. Absent Graner and Himmelspach. Also present were Park Director Nilsen and Deputy Auditor Eckroth.

Kist moved and Geiger seconded to approve the agenda. All voting aye, motion carried.

Kist moved and Geiger seconded to approve the minutes of the December 27, 2022 meeting. All voting aye, motion carried.

Wetsch moved and Boehm seconded to approve bills and payroll. All voting aye, motion carried.

Chairman Wetsch released the chair for reorganization of the board to Deputy Auditor Eckroth.

Eckroth called for nominations for Chairman.

Boehm nominated Wetsch for Chairman.

Boehm moved and Geiger seconded to cease nominations and cast a unanimous ballot for Wetsch for Chairman. All voting aye, motion carried.

Eckroth called for nominations for Vice Chairman.

Kist nominated Geiger for Vice Chairman.

Kist moved and Morrell seconded to cease nominations and cast a unanimous ballot for Geiger for Vice-Chairman. All voting aye, motion carried.

Chairman Wetsch assumed the chair.

Geiger moved and Kist seconded to allow the recommendations of the MC Park Director for the 2023 Campground rates. All voting aye, motion carried.

Morrell moved and Kist seconded to adjourn at 4:58 PM. All voting aye, motion carried.

MORTON COUNTY SPECIAL PARK BOARD MEETING

March 6, 2023

The Morton County Park Board Meeting was called to order on March 6, 2023, at 4:00 PM by Chairman Wetsch. Also present were Members Boehm, Morrell, Geiger, Graner, Himmelspach and Kist. Also present were Park Director Nilsen and Deputy Auditor Eckroth.

Morrell moved and Graner seconded to authorize the Park Director Nilsen to continue with Mandan Parks and the City of Mandan on the development of the Mandan Missouri River Boat Ramp Construction. All voting aye, motion carried.

Morrell moved and Boehm seconded to adjourn at 4:35 PM. All voting aye, motion carried.



MORTON COUNTY

STATE OF NORTH DAKOTA

MORTON COUNTY PARKS

Tim Nilsen, Director



701.667.3363 • tim.nilsen@mortonnd.org

PB Notes 3.28.23

1. RIF (Reduction in Force) I have attached the needed information from the Human Resources Department.
2. Shelter at Valeri Entzel Memorial Park: I have attached a cost estimate for a shelter identical to the newest shelter at Harmon Lake. I have not approached Donnie Entzel about this shelter, I will see if the Board is OK with it before I do anything. We will have discussion about a grant for the shelter. I would think the Recreation Trails Program (RTP) would be the best fit. This grant would be 80/20. I believe we could use the labor side of the billing for our part of the match. One issue I foresee will be the bidding process, we would have to have 3 bids for the shelter. I hopefully will be able to work around this. The RTP Grant Application runs from April 3 – 28, I would be able to get this application in with no problems.
3. Crown Butte Dam Repairs: I have attached the memorandum concerning the repairs and the estimated cost of the work. They are working on a contract for us to sign and get the work going this summer. We should have adequate funds available in the Park Maintenance Line of our Budget.
4. Park Updates:
 - a. The last big cottonwood has been cut down. Most of these cottonwoods have been cleaned up but there is still some big logs to be removed.
 - b. All end of year documents have been completed and sent to the proper agencies. We have been reimbursed for the last half of the past season, from the Game and Fish Department.
 - c. All of the equipment and picnic tables are ready for the upcoming season. We are ready for campers in our system. We open up the reservations for shelters and group pads on the 15th of this month, everything went well during the process. I think our reservations were slightly down from previous years.
 - d. 1806 Pedestrian Crossing: I finally heard back from WSB and was told that I need to talk to Bryon Fuchs with the NDDOT.

I will be out of the office on Friday, any questions call my cell (220-4503) Have a Great Weekend Tim

Tim Nilsen

From: Wendy Bent
Sent: Wednesday, March 22, 2023 12:06 PM
To: Andy Zachmeier; Andy Zachmeier; Dawn Rhone; Jackie Buckley; Nathan Boehm; Ray Morrell; Ron Leingang
Cc: Dawn Rhone; Tim Nilsen
Subject: Staff Forecasting for the 2023 Park Season

Over the past two weeks, Tim Nilsen and I have been working alongside Commissioner Boehm regarding a reduction in full-time, benefitted staffing for the Parks Department. Historically, we have only had a full-time director and park foreman. In the past two years, we brought on a third full-time benefitted employee to help address a backlog of maintenance needs within the department. We currently have three full-time benefitted employees (Tim Nilsen, Director; Alex Molsted, Foreman; and Doug Griffin, Maintenance Worker).

With the seasonal weather trends, the Parks Department will have a late start this year. The National Weather Service has stated that we should be prepared for a wet, cold spring. They are anticipating below average temperatures and above average precipitation which will delay our parks preparation activities for a minimum of eight weeks.

It would be best to RIF (Reduction in Force), the third full-time benefitted position in the Parks Department, and use it seasonally only when needed. This will be significant savings on our Parks budget and will go a long way in showing that we are thoughtful in utilizing taxpayer dollars through FTEs (full-time employees) utilization. We will make sure to forward this request to the Park Board at the next meeting, pending any divergences in your thoughts.

Feel free to let me know of any thoughts you may have.



Wendy Bent, SPHR, SHRM-SCP

Director of Human Resources

📍 210 2nd Ave NW, Mandan, ND 58554

📧 wendy.bent@mortonnd.org | www.mortonnd.org

☎️ (p) 701.667.3414 / (c) 701.390.4924




2023 Shelter Estimate VEMP

	A	B	C	D	E	F
47					Materials	Labor
48	legs	6	\$123.00	\$738.00		
49	bottom plates 3/8x6x6			\$49.50		
50	top plates 1/4x4x12			\$53.52		
51	corner plates 1/4x12x12'			\$107.00		
52	side plate1/4x4x12			\$53.52		
53	angle iron 2.5x2.5x3/16x12'	9	\$48.00	\$432.00		
54					\$1,432.90	\$1,822.00
55	steel siding 3'x9'	4	\$48.95	\$195.80		
56	steel siding 3'x7'	8	\$37.69	\$301.52		
57	2x4x12' green treat	9	\$9.00	\$81.00		
58					\$578.32	\$578.52
59	rafters	11	\$47.99	\$527.89		
60	OSB 4'x8'x 7/16"	20	\$10.29	\$205.80		
61	2x4x8'	28	\$3.95	\$110.60		
62	2x6x8'	2	\$6.98	\$13.96		
63	2x6x10'	8	\$9.25	\$74.00		
64	2x6x12'	4	\$9.75	\$39.00		
65	1x6x10'	10	\$12.99	\$129.90		
66					\$1,101.15	\$1,101.15
67	shingles	13 bundles	\$40.00	\$520.00		
68	tar paper	2 rolls	\$27.49	\$54.98		
69	drip edge	7 sticks	\$10.79	\$75.53		
70	starter roll	2 rolls	\$21.99	\$43.98		
71	ridge cap	1 bundle	\$76.98	\$76.98		
72					\$771.47	\$771.47
73	cement and finishing				\$4,100.00	
74						
75						
76						
77	Totals				\$7,983.84	\$4,273.14
78						
79						\$12,256.98
80	15% contingency					\$1,838.14
81						
82	Grand Total					\$14,095.52
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INTEROFFICE MEMORANDUM

TO: Jerry Weigel; ND Game & Fish Department
Tim Nilsen; Morton County Park Board

CC: Karen Goff, P.E.; ND Department of Water Resources, Dam Safety Engineer

FROM:  David Nyhus, P.E.; ND Department of Water Resources, Construction Section Design Engineer

SUBJECT: Cost Share Proposal – Crown Butte Dam #870
Principal spillway conduit repair and old low-level outlet grouting

DATE: March 8, 2023

At the request of your agencies, we have prepared the following plan to implement the most critical recommendations in the Inspection of Crown Butte Dam report dated August 17, 2020. The ND Department of Water Resources (DWR) Construction Section proposes the following.

PROPOSED PROJECT:

The proposed project will involve DWR construction crew performing the following.

1. Grout the original 4 inch diameter steel pipe low-level conduit to seal it internally and construct a filter diaphragm around the pipe to mitigate potential leakage along the outside of the conduit.
2. Construct concrete pads at the sand collar drain outlets at the principal spillway to mitigate vegetation from plugging or obscuring the outlets. The pads will also be configured in a way to allow for measuring flow with a standard 5 gallon bucket.
3. Repair the spalled and deteriorated concrete in the principal spillway.
4. Replace the missing and damaged baffle blocks in the principal spillway stilling basin and repair the stilling basin downstream weir.

The addition of riprap to the upstream side of the dam is a substantial project and would require low water levels in the reservoir, and therefore not included in this proposal. We suggest that this work be performed during a future time where the reservoir will be drawn down or otherwise has a low water level. We suggest coordinating the riprap work with the NDDOT to a time when the I-94 westbound lanes will be closed for other work. DWR, as a matter of policy, does not do tree and woody vegetation removal or vegetation control in general and therefore these are not included in this proposal and are the responsibility of your agencies.

COST SHARE PROPOSAL:

As is typical for projects with three-way cost share, we propose that the costs for this work will be split equally between the North Dakota Department of Water Resources, North Dakota Game and Fish Department, and Morton County Park Board at 1/3 to each party. We estimate that the work will cost \$36,000, with each party being responsible for \$12,000.

If you find this proposal acceptable, please let us know so we can prepare a cost share agreement with the plan to perform the work in summer 2023.