

Morton County Park Board Meeting Agenda

June 28, 2022

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 (June 28, 2022)

Approve monthly bills & payroll- Kist

1. Food Truck in Parks
2. Mowing Fair Grounds
3. Boat Ramp on Missouri
4. Budget
5. Park Updates

***ISSUES MAY BE ADDED OR DELETED BY MEETING DAY**

MORTON COUNTY PARK BOARD MEETING

May 24, 2022

The Morton County Park Board Meeting was called to order on May 24, 2022, at 4:00 PM by Chairman Wetsch. Also present were Members Zachmeier, Boehm, Geiger, Graner, Kist and Himmelspach. Also present were Park Director Nilsen and Auditor Rhone.

Graner moved and Himmelspach seconded to approve the agenda with additions. All voting aye, motion carried.

Geiger moved and Kist seconded to approve the minutes of the April 26, 2022 meeting. All voting aye, motion carried.

Himmelspach moved and Graner seconded to approve bills and payroll. All voting aye, motion carried.

Geiger moved and Himmelspach seconded to approve the Camping Policy on 10-day Limit. Himmelspach, Graner, Kist, Geiger, Boehm and Wetsch voting aye, Zachmeier voting nay, motion carried.

Boehm moved and Geiger seconded to deny request from The Hebron Community Club for funding for 2 – 6-foot picnic tables. All voting aye, motion carried.

Himmelspach moved and Graner seconded to postpone the decision to work on the area to allow the low water ramp at Ft Rice. All voting aye, motion carried.

Graner moved and Himmelspach seconded to add a line item for 2023 Park Budget for advertising Morton County Parks.

Graner moved and Himmelspach seconded to withdraw motion and to add a line item for 2023 Park Budget.

Kist moved and Boehm seconded to adjourn at 4:51 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 6.28.22

1. Rhonda Gross, from Flasher would like to bring a food truck onto our Park Grounds. She is licensed and insured. I think this would be a good thing for our campers. She will attend Tuesday's meeting.
2. Last year we mowed the Fair Ground for the Fair Board. I am seeking permission to make this a long-term arrangement. I am a firm believer in Departments helping other Departments when possible.
3. I am going to ask the Board for permission to be part of a joint effort to get a boat ramp installed a boat ramp on Mandan Property adjacent to the Missouri River Natural Area (car bodies). We will need \$10,000 to contribute for the hiring of an engineering firm to get the design and permits rolling. I would take the \$10,000 from the dollars we budgeted for a Vault Toilet in that area. Morton County does have cooperate with Mandan in different ways; the Police Department and the Library are a couple of examples. The City of Mandan also contributed \$50,000 towards Harmon Dam Recreation Area.
4. I have attached two versions of my proposed Budget for 2023. The second one has a Kayak launcher to be located at Sweet Briar. I also added \$2,000 dollars for advertisement into Park Maintenance (6470). This amount will be move once a line item is set up for Advertising. I believe my explanation sheet will show my intensions, however if there are any questions or concerns call my cell phone (220-4503) if I do not answer leave a message and I will get back to you ASAP.
5. Park Updates
 - a. Our crew has been extremely busy mowing and trimming. There has been more trees than average to be removed from the Missouri River Natural Area Trail system.
 - b. We are in negotiations with WSB on the 1806 Pedestrian Crossing. There is a big spread in the amount that they would want and the amount that is budgeted. I feel we will be negotiating with the #2 Company.

	Fort Rice Rec	Fort Rice Camp	Graner Park	Harmon Lake
May 24 2022	\$170	\$985	\$27,710	\$7,000
2022 season	\$178	\$5,515	\$33,659	\$10,040
2021 season	\$140	\$4,710	\$48,920	\$13,600
2020 season		\$2,635	\$42,460	\$17,330
2019 season		\$80	\$34,830	\$14,601
2018 season		\$540	42,799	\$15,880
2017 season		\$0	\$41,040	\$17,061

2016 season

\$2,016

\$32,883

\$17,059

Parks

	2020 Actual	2021 Actual	2022 Actual	2022 Budget	Requested 2023 Budget	Increase (Decrease)	% Change
217 490 6101 SALARIES	\$175,828.38	\$195,662.11	\$60,159.16	\$229,344.82	215,524.51	(13,820.31)	-6%
217 490 6105 COVID-19 SALARIES	\$2,544.31	\$0.00	\$0.00	\$0.00	-		
217 490 6121 OVERTIME	\$310.50	\$1,350.00	\$0.00	\$0.00		-	#DIV/0!
217 490 6150 Consultants	\$0.00	\$0.00	\$0.00	\$43,000.00	10,000.00	(33,000.00)	-77%
217 490 6211 HEALTH INSURANCE	\$24,289.97	\$24,970.86	\$10,410.65	\$24,986.00	26,400.00	1,414.00	6%
217 490 6212 AUTO INSURANCE	\$4,305.00	\$3,814.00	\$4,076.00	\$3,800.00	4,200.00	400.00	11%
217 490 6213 EQUIPMENT INSURANCE	\$293.69	\$292.84	\$284.39	\$350.00	350.00	-	0%
217 490 6214 PROPERTY INSURANCE	\$163.00	\$326.00	\$0.00	\$100.00	350.00	250.00	250%
217 490 6221 FICA MATCH	\$13,177.15	\$14,587.15	\$4,400.29	\$17,579.28	16,519.95	(1,059.33)	-6%
217 490 6241 WORKMENS COMPENSATION	\$1,542.38	\$1,043.51	\$2,286.84	\$2,500.00	2,500.00	-	0%
217 490 6251 UNEMPLOYMENT COMPENSATION	\$73.78	\$0.00	\$0.00	\$0.00			
217 490 6300 NDPERS DEF. BENEFIT	\$15,759.96	\$16,612.96	\$8,243.54	\$22,793.62	24,336.11	1,542.49	7%
217 490 6339 MEMBERSHIPS & REGISTRATIO	\$485.00	\$568.10	\$345.40	\$1,070.00	\$1,000	(70.00)	-7%
217 490 6341 TRAVEL EXPENSE	\$0.00	\$308.10	\$0.00	\$300.00	\$300	-	0%
217 490 6344 VEHICLE & EQUIP REPAIR &	\$8,021.88	\$7,255.05	\$3,260.78	\$11,000.00	\$11,000	-	0%
217 490 6351 UTILITIES	\$53,530.70	\$46,168.39	\$5,557.33	\$52,840.00	\$57,380	4,540.00	9%
217 490 6359 POSTAGE	\$53.06	\$46.76	\$6.11	\$100.00	\$100	-	0%
217 490 6360 MOBILE COMMUNICATIONS	\$1,276.43	\$1,405.22	\$509.73	\$1,600.00	\$1,680	80.00	5%
217 490 6361 TELEPHONE	\$132.00	\$121.00	\$44.00	\$150.00	\$150	-	0%
217 490 6363 PUBLISHING & PRINTING	\$925.00	\$1,135.00	\$0.00	\$1,100.00	\$1,270	170.00	15%
217 490 6401 OFFICE SUPPLIES	\$396.46	\$123.71	\$318.68	\$500.00	\$500	-	0%
217 490 6426 GAS & DIESEL, OIL & GREAS	\$7,887.57	\$15,215.15	\$440.40	\$20,000.00	\$48,130	28,130.00	141%
217 490 6470 PARK MAINTENANCE	\$23,456.54	\$19,366.92	\$4,635.98	\$46,000.00	\$42,000	(4,000.00)	-9%
217 490 6471 PARK MEMORIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0	-	#DIV/0!
217 490 6648 CAPITAL IMPROVEMENTS IN P	\$19,949.05	\$4,032.48	\$0.00	\$11,000.00	\$4,300	(6,700.00)	-61%
217 490 6651 CAPITAL OUTLAY-EQUIPMENT	\$27,928.89	\$47,576.47	\$269.99	\$4,100.00	\$1,400	(2,700.00)	-66%
217 490 6662 PARK MEMORIAL PROGRAM	\$0.00	\$0.00	\$0.00	\$1,250.00	\$1,250	-	0%
217 490 6932 COPIER EXPENSE	\$60.42	\$109.75	\$42.42	\$0.00	200.00	200.00	#DIV/0!
	\$ 382,391.12	\$ 402,091.53	\$ 105,291.69	\$ 495,463.72	\$ 470,840.58	\$ (24,623.14)	\$ (0.05)

	1.03	2000	2022	Proposed		
<u>Employee Name</u>			<u>Salary</u>	<u>2023 Salary</u>	<u>Retirement</u>	<u>Health Ins</u>
Finck, Glenn			10,150.00	10,302.25		
Lipelt, Skyler			16,119.53	16,361.32		-
Griffin, Doug			39,200.00	42,376.00	6,051.29	
Molstad, Alex			49,046.40	52,517.79	7,499.54	8,400.00
Nilsen, Timothy			71,385.60	75,527.17	10,785.28	18,000.00
Johnson, Robert			9,000.00	9,135.00		
Harmon Park Host			6,211.80	6,304.98		
Board Members			3,000.00	3,000.00		
TOTALS:			204,113.33	215,524.51	24,336.11	26,400.00

2023 Budget Explanation A

217.490.6150 Consultants 2022--\$43,000 2023--\$10,000

This line is being dropped down to \$10,000. We could need some funding for change items. I made this adjustment after consulting with John (County Engineer)

217.490.6339 Memberships & Registrations: 2022--\$1,070 2023--\$1,000

NDRPA Membership \$150
 NDRPA Conference \$150
 ND Travel Conference \$150
 Certified Playground Safety Inspector Class \$510
 If all conference and classes were attended, this line could be this high.

217.490.6341 Travel Expenses: 2022--\$300 2023--\$300

The 2023 NDRPA conference will be in Grand Forks, I feel three nights Lodging will be sufficient. I am not sure if they will run the Trails Conference and the Recreation and Parks at the same time. This year both conferences are running concurrently.

217.490.6344 Vehicle & Equipment Repair & Maintenance: 2022--\$11,000 2023--\$11,000
 Our fleet of mowers is for the most part are in good shape. The pickups are in good shape. We should be good with leaving this line item at the same amount.

217.490.6351 Utilities: 2022--\$52,840 2023--\$57,380

Propane was figured using 2,000 gallons at \$2.00/gl. \$4,000

With the water billing I used the total billing for 2022 +5% \$3,260

Garbage; I used last season total billing in 2022 +5% \$14,700

I used the total billing for electricity in 2022 +5% \$33,320

WIFI at Harmon \$2,100

217.490.6359 Postage: 2022--\$100.00 2023--\$100

I think \$100 we be just fine for this year. I do not fore see any large mailings.

217.490.6360 Mobile Communications: 2022--\$1,600 2023--\$1,680

I have increased this line by 5%

<p>217.490.6361 Telephone: 2022--\$150 No Change in this line item.</p>	<p>2023--\$150</p>
<p>217.490.6363 Publishing and Printing: 2022--\$1,000 The price of printing our camping receipts will be higher next year according to the printer. I raised it by 15%.</p>	<p>2023--\$1,270</p>
<p>217.490.6401 Office Supplies: 2022--\$500 No change in this line item.</p>	<p>2023--\$500</p>
<p>217.490.6426 Gas, Diesel, Oil and Grease: 2022--\$20,000 I used the total gallons of gas (5,550 gallons @\$7.00/gallon) \$38,850 Diesel fuel (1,165 gallons @ \$8.00/gallon) \$9,280 These gallons were off the 2021 budget. That year we spent \$15,215. I think there is room for adjustments in this line, but how?</p>	<p>2023--\$48,130</p>
<p>217.490.6470 Park Maintenance: 2022--\$46,000 I have drop this line by \$6,000 based on the condition of amenities and past years expenses. Until I open a new line item, I will add \$2,000 for advertising expenses.</p>	<p>2023--\$42,000</p>
<p>217.490.6648 Capital Improvements in Parks: 2022--\$11,000</p> <ol style="list-style-type: none"> 1. We need 100 2" x 4" x 8' boards for picnic tables. \$1,800 2. We need 25 campfire rings. \$2,500 	<p>2023--\$4,300</p>
<p>217.490.6651 Capital Outlay-Equipment: 2022--\$4,100</p> <ol style="list-style-type: none"> 1. 2-weed trimmers \$600 2. 1- water pump that 2" intake and output. \$800 	<p>2023--\$1,400</p>
<p>217.490.6662 Park Memorial Program: 2022--\$1,250 Dawn would like to have this budgeted. It will be money in and money out. It will not raise taxes.</p>	<p>2023--\$1,250</p>
<p>217.490.6932 Copier Expense: 2022--\$200 I feel comfortable leaving this line as is.</p>	<p>2023--\$200</p>

Parks

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<p>217.490.6932 Copier Expense: 2022--\$200 I feel comfortable leaving this line as is.</p>	<p>2023--\$200</p>						