



The West Fargo Park Board met at 5:30 p.m. on Wednesday, August 14, 2019 at Rustad Recreation Center. Members present were: Jeff McCracken, Chris Heise, and Jake Lauritsen. President Todd Rheault and Commissioner Ken Zetocha were absent. The meeting was called to order by Vice President Jeff McCracken.

Commissioner Heise made a motion, seconded by Commissioner Lauritsen to approve the order of the agenda with the following deletion – FM Diversion Recreation Plan. All board members present voting aye; motion carried.

Commissioner Lauritsen made a motion, seconded by Commissioner Heise to approve minutes of the July 10, 2019 and August 7, 2019 meetings as presented. All board members present voting aye; motion carried.

Commissioner Heise made a motion, seconded by Commissioner Lauritsen to approve the following items on the Consent Agenda:

Approve Bills – \$529,068.94
Monthly Report

Commissioners Lauritsen, Heise, and McCracken voting aye; motion carried.

Commissioner Ken Zetocha was present.

Matt Welle (Moore Engineering) reviewed the bids for Park Improvement District No. 2019-1. Mr. Welle recommended awarding the contract to FM Asphalt LLC for their South Elmwood Park Base Bid + Alternate B & Alternate C, Service Club Park Base Bid, and Meadow Ridge Park Bid for a total of \$1,378,813.20. These bids are for Phase 1. South Elmwood Park concession/restroom building and playground improvements will primarily makeup Phase 2. Commissioner Zetocha made a motion, seconded by Commissioner Lauritsen to award the contract to FM Asphalt LLC for their South Elmwood Park Base Bid + Alternate B & Alternate C, Service Club Park Base Bid, and Meadow Ridge Park Bid for a total of \$1,378,813.20. Commissioners Heise, Zetocha, Lauritsen, and McCracken voting aye; motion carried.

Director Erbstoesser said the estimated completion date for the Rustad Recreation Center expansion project is now October 1. Derrick Olson, resident at 614 29th Avenue East, complained of the noise from the new condenser unit. Mr. Olson would like something done to reduce the noise. Jim Cole (Zerr Berg Architects) and Jeremy Magelky (MBN Engineering) discussed solutions. The best solution for both parties is for the unit to be moved to the roof. This solution has an estimated cost of \$13,000. Park staff will continue to work with the contractors to finalize a plan for this change order. No board action required.

Finance Director Germundson heard no feedback from the West Fargo Hockey Association regarding the two ice rental options that were discussed last month. Finance Director Germundson recommended an ice rental rate of \$140 per hour for the Veterans Memorial Arena from September 1, 2019 – August 31, 2020. Commissioner Heise made a motion, seconded by Commissioner Zetocha to approve the per hour ice rental rate of \$140 as presented. Commissioners Lauritsen, Heise, Zetocha, and McCracken voting aye; motion carried.



Finance Director Germundson presented a template for annual employee raises. The range is from 0% – 4.5% and incorporates the new evaluation point system. Commissioner Heise made a motion, seconded by Commissioner Lauritsen to adopt the annual employee template as presented for annual employee raises. Commissioners Zetocha, Lauritsen, Heise, and McCracken voting aye; motion carried.

Finance Director Germundson asked if there was interest to automatically increase the board's compensation to match the average annual employee raise. For 2020 that number would be 3.3%. This would increase the per board member annual compensation from \$2,667 in 2019 to \$2,755 in 2020. Previously there would be an annual cost of living increase for board members too, but that has now been eliminated. Commissioner Lauritsen made a motion, seconded by Commissioner Heise to approve annual board raises to match the average annual employee raise. Commissioners Zetocha, Lauritsen, Heise, and McCracken voting aye; motion carried.

Recreation / Rustad Manager Belisle presented a Memorandum of Understanding from the West Fargo School District. The MOU would allow the school district to use the Rustad Recreation Center as a "Reunification Site" as part of their emergency plan. Commissioner Zetocha made a motion, seconded by Commissioner Lauritsen to approve the Memorandum of Understanding as presented. Commissioners Heise, Zetocha, Lauritsen, and McCracken voting aye; motion carried.

Facility Manager Olson presented the True North Steel contract. The Veterans Memorial Arena "weather only" contract is for September 12, 2019. Facility Manager Olson recommended approving the contract. Commissioner Heise made a motion, seconded by Commissioner Lauritsen to approve the contract as presented. Commissioners Zetocha, Lauritsen, Heise, and McCracken voting aye; motion carried.

Director Erbstoesser gave an update on capital improvements.

The meeting was adjourned.


Vice President Jeff McCracken


Clerk Justin Germundson