

Devils Lake Park Board

MINUTES

Regular Board Meeting

September 17, 2024

Present at this Regular Board Meeting were Commissioners Kale Stromme (joined meeting at 12:14pm), Mark Beighley, Kelli Heilman (left meeting at 1pm), Peter Jerome and President Jamie Beck. Also present was Golf Course Superintendent Andy Hokanson, Dockside Manager Christy Remmick, Finance Manager Heather Brandvold, Parks & Facilities Manager Brent Schmitz, Superintendent Dennis Nybo and Visitors-Suzie Kenner-Wheel Chairs & Walleyes & Kirk Baeth-LRSC Boosters. Absent was Clubhouse Manager Rob McIvor.

Comm Beck called the Public Hearing regarding the 2025 Budget to order at 12:00 pm. It was noted that there were no comments from anyone present and no visitors present regarding the 2025 Budget. Comm Jerome made a motion to end the budget hearing, seconded by Comm Beighley. Comm Beck adjourned the public hearing at 12:01 pm.

Comm Beck called the regular meeting to order at 12:02 pm on September 17th, 2024 at Dockside Entertainment Center.

I. Minutes

Comm Jerome made a motion to approve the minutes from August 14th & September 4th as presented, seconded by Comm Heilman. All aye, motion carried.

II. Visitors-Suzie Kenner-Wheel Chairs & Walleyes

Suzie told the Board this is a project that was started in Beulah that she would like to see happen in the Lake Region. This would allow any person in a wheel chair or with mobility issues the opportunity to have better access to getting in boats. Suzie told the Board that she met with Dennis at Lakewood to find any area where the ramp could be placed that would work the best. Suzie provided a map of where they would like the ramp to possibly go. Discussion was held. Comm Jerome made a motion to allow DL Tourism/Lake Access the use of the property in Lakewood Park to put the Wheel Chairs & Walleye's Ramp, seconded by Comm Beighley. All aye, motion carried.

III. Staff Reports

Brent Schmitz: Brent told the Board that Rodeo clean-up is still going on and they did scrape the floor some more when removing the dirt. Discussion was held. Brent told the Board that we had to push the ice start-up back a week due to Ottertail shutting off the power this Wednesday to relocate some lines. Brent told the Board that the lumber for the baseball field shed has been delivered. Brent told the Board that the start up for ice at the Bill Jerome will be the week of October 14th with hopes of having ice ready by November 1st. Brent asked what is the plan for the ceiling in the Bill Jerome since the paint is still falling off. Comm Stromme said he talked to Lake Region Painting a month ago and he was going to go look at it. Further discussion was held. Brent told the Board that he is still working on getting a water source out a Lakewood for the outdoor rink. It sounds like there will be another project going on out there next spring and if we wait until then it will be half the cost verses doing it this fall. Brent told the Board that he has a couple people hired to work the rinks but is still looking for 2 to 3 more.

Andy Hokanson: Andy told the Board that there is one more tournament left for this year. Andy told the Board that he is planning to blow out the irrigation lines on October 15th. Comm Beighley mentioned there are 2 pine trees that are dying on hole 9 and they should be removed but it would be nice if they could be replaced with something else. Andy told him that they are planning to remove them but don't have any plans as of now to put something new in place of them.

Christy Remmick: Christy provided a written report. Christy mentioned that we have been dealing with maintenance issues daily. Christy also told the Board that Lake Region State College sponsored simulator bay 2.

Dennis Nybo: Dennis provided a written report. Dennis also mentioned that we hosted the State Hockey Meeting in Devils Lake last weekend.

IV. Bills

Comm Jerome made a motion approve the bills as presented, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

V. Treasurer's Report

Heather provided a written report to the Board. Heather also mentioned that the auditors will be in town the week of Thanksgiving.

VI. New Business

A. LRSC-Beer sales at LRSC Hockey games

Kirk Beath, President of LRSC Boosters, was present to discuss the LRSC Boosters selling beer/seltzers during LRSC Hockey games. Kirk told the Board that he and Dennis have been discussing this for months and they would like to section off the SE corner of the arena to have beer sales which we be done by one of the bars in town. They would have an officer on duty to make sure that anyone coming into the area is 21 and would also make sure no one leaves that area with any alcohol. Kirk told the Board that the sales would start one hour before the first college game and end at the beginning of the third period of the second game of the double header. Comm Heilman asked who would receive the revenue from the sales. Kirk told her that the Boosters would receive either all or a portion of the revenue after expenses depending on the vendor they choose to serve at the games. Comm Beck said he was approached by the school with concerns regarding beer cans being left outside the building which is school district property where no alcohol is allowed. Comm Beck was also concerned about the location since the officials us the JV Locker room and that is where they enter and exit the ice. Discussion was held about moving it to the Northeast corner instead. Comm Heilman suggested if we allow it that it be on a one-year trail basis to see how it goes. Further discussion was held. Comm Stromme made a motion to allow LRSC Booster to move forward with beer sales during the college hockey games with them and their vendor assuming all liability, seconded by Comm Beighley. Comm Heilman felt that the cleanup should the responsibility of the bar and boosters. Roll call vote, Comm Stromme, Comm Heilman, Comm Beighley, Comm Beck: Aye; Comm Jerome abstained, motion carried.

B. Dockside-Snow Removal

Christy told the Board that per our lease it is our responsibility to do the snow removal for our area. Christy told the Board that Leever currently uses Joe Kraft for the snow removal but would like to get proposals. Comm Stromme made a motion to get proposals for snow removal for the sidewalks and parking lot, seconded by Comm Jerome. All aye, motion carried.

C. Personnel Policy Updates

Heather went through all the updates made to the personnel policy. The changed would take effect January 1st, 2025.

*Wage increases for part-time seasonal employees not covered under the Employee Grade and Pay Scale will be given a **fifty cent (\$0.50)** per hour raise for each continuous year of service, unless otherwise recommended by the Superintendent of Parks & Recreation.

*The Fair Labor Standards Act (FLSA) provides that the minimum wage and overtime provisions do not apply to an employee employed in a bona fide executive, administrative or professional capacity. To qualify as an executive employee exempt from FLSA, the employee must be paid a salary **of One Thousand One Hundred Twenty Eight dollars (\$1128) or more per week and the primary duties of the job must include: a) primarily perform executive, administrative and professional duties as defined by the US Department of Labor; and b) be paid a salary; and c) be paid at least a specified weekly salary level.**

* Overtime, when necessary and **approved by the Superintendent**, is paid at time and one-half for work in excess of forty (40) hours per week.

*All permanent part-time & full-time employees, if eligible, are included in the Devils Lake Park Board Employee's Pension Plan. **Retirement is paid at fourteen percent (14%) of the employee's salary for all**

employees hired prior to January 1st, 2025. Employees that were hired prior to January 1st, 2025 that are under the NDPERS plan must contribute 2.26% of their salary to this plan. Employees have the option to also contribute to the plan at the employee's expense. Employees hired January 1st, 2025 or later will receive 9.26 % of the employee's salary paid to retirement. Employees hired January 1st, 2025 or later will have the option to elect to contribute 1, 2 or 3 percent to the plan with the Park District matching the employee's contribution percentage that the employee elects to do. Employees must make the election within the first 30 days of employment. Permanent part-time employees become eligible for the Pension Plan once they have accrued 2080 hours of continuous service.

* The Devils Lake Park Board will use the IRS Mileage Rate for mileage expenses. The Devils Lake Park Board will follow the state rates for per diem for Lodging, Commercial Transportation and Meals for in-state travel. Any travel outside of the state the Federal Rates will be used. Taxi Fare (Receipt if over \$10.00)

Comm Jerome made a motion to approve the personnel policy changes, seconded by Comm Stromme. Roll call vote.

VII. Old Business

A. Final Reading of the 2025 Budget

Comm Stromme made a motion to approve the final reading of the 2025 budget, seconded by Comm Beighley. Roll call vote, all aye, motion carried.

B. Dockside Pickleball Courts

Comm Beck told the Board that at the last meeting we made a motion to offer to pay half of the \$8,150 for the pickleball court changes but JLG did not accept that. Comm Beck suggested for the sake of getting the project done we pay the full amount. Comm Stromme made a motion to pay the \$8,150 for the update to the pickleball courts, seconded by Comm Heilman. Roll call vote, all aye, motion carried.

C. Memorial Building Pickleball

Dennis told the Board that he signed the contract with the County for the use of the Memorial Building for pickleball. The dates and times were set by the county and there will be a few pickleball people that will be responsible for opening and closing and setup and tear down. Dennis told the Board that we are looking at a fee of \$50 per half/person or \$75 for the full time/person.

D. Dockside BABBA Certification

Dennis told the Board that we are still waiting for some more items from Construction Engineers but USDA has what we have been given from Construction Engineers. Heather told the Board that we met with Scott Thompson last week regarding the Construction Bond and he wanted to have Comm Stromme contact him today if we have not received the Certificate and they would contact the Bond Attorney. Heather told the Board that the hard deadline is October 1st.

E. Softball League Request

Dennis told the Board that Rob Johnson is requesting that the Devils Lake Park Board Commissioners move to create a Devils Lake Adult Softball Task Force to develop a detailed organization proposal to include the drafting of bylaws. Dennis told the Board that their hope is to take over the softball league in the future. Comm Stromme made a motion to form a softball task force with Rob Johnsons group, Park Board staff and a couple commissioners, seconded by Comm Jerome. All aye, motion carried.

VIII. Commissioner Portfolios

Comm Stromme: No Report

Comm Jerome: No Report

Comm Heilman: No Report

Comm Beighley: No Report

Comm Beck: No Report

The next Park Board meeting was set for October 15th.

Comm Jerome made a motion to adjourn, seconded by Comm Beighley. Comm Beck adjourned the meeting at 1:17 pm.

Commissioner

Recording Clerk