



The West Fargo Park Board met at 5:30 p.m. on Wednesday, November 14, 2018 at Rustad Recreation Center. Members present were: Todd Rheault, Jeff McCracken, Chris Heise, Ken Zetocha, and Jake Lauritsen. The meeting was called to order by President Todd Rheault.

Commissioner Zetocha made a motion, seconded by Commissioner Lauritsen to approve the order of the agenda.

Commissioner McCracken made a motion, seconded by Commissioner Heise to approve minutes of the October 10, 2018 and October 31, 2018 meetings as presented. All board members present voting aye; motion carried.

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

Approve Bills – \$803,082.70
Monthly Report

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

Facility Manager Olson reviewed the Vets Pool season.

Director Erbstoesser gave an update on capital improvements. Due to the late start, the Rendezvous Building needs deeper footings for freeze protection (5 ft to 7 ft). Commissioner Lauritsen made motion, seconded by Commissioner McCracken to approve the change order for the Rendezvous Building in the amount of \$11,600. Commissioners Heise, Zetocha, Lauritsen, McCracken, and Rheault voting aye; motion carried.

President Rheault, Director Erbstoesser, and Business Manager Germundson recently met regarding annual employee reviews. Director Erbstoesser is in the process of editing and updating the Personnel Policy and Organizational Chart. President Rheault recommended further development of annual reviews to a more formal annual performance appraisal.

Dustin Scott is now the City Engineer for the City of West Fargo. Per ND Century Code, the Park is technically supposed to use the City Engineer. Director Erbstoesser said Mr. Scott would sign a release as the Park Engineer. The plan would be to use Matt Welle (Moore Engineering) due to the existing relationship and the lack of availability with the City Engineer. Table until next month.

Director Erbstoesser shared a forwarded letter of interest she received from the Mayor of West Fargo. The original letter is from the National Museum of the US Air Force in regards to an aircraft loan – displaying a retired Air Force plane. Director Erbstoesser stated the Park is interested, but with unknown costs associated with this that there is no commitment at this time.

The Park Board retreat will take place on December 12, 2018 at 3:00 p.m.



The meeting was adjourned.



President Todd Rheault



Clerk Justin Germundson