PROCEEDINGS OF THE MOUNTRAIL COUNTY PARK COMMISSION

June 20, 2024

The Board met in regular session on Thursday at 9:00 A.M. with Commissioners Eric Jaeger, Wayne Olson, Arden Eide, Jason Rice and John DeGroot present. Wade Enget, State’s Attorney and Hunter Crowdrey, Law Student Externship were present.

Also in attendance were Mallory Goff, Justin & Dawn Ritts, Jared & Kristin Iverson, Ronald & Yvonne Gunderson, Terry Fleck, Jay Harstad, Heather Jenkins & Steve Nelson, Joann Boser, Brian A Varloe, Marcus Windingland, Mark Zaun, Eric Kelsey and John Sauber.

Chairman Jaeger called the meeting to order.

Moved by Comm. Olson, seconded by Comm. Eide, to approve the agenda as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the Minutes of the March 21, 2024 meeting. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the Special Minutes of the April 2, 2024 meeting. Upon roll call, all present voted yes. Motion carried.

Discussion on the Construction Manager at Risk for the building of Parshall, Van Hook and White Earth Bay Bathhouses according to N.D.C.C 48-01.2. Comm. Jaeger stated he hasn’t found anyone to be the contractor on the board. The board may just move forward with bidding the project and not worry about the Construction Manager at Risk process.

Stephanie A. Pappa, Auditor discussed budgets be submitted by June 26th for the 2025 year.

**CLEAR LAKE DISCUSSION:**

Heather Jenkins & Steve Nelson, Managers of Clear Lake gave an update.

The Board reviewed the ND Health Department for the health inspection.

**WHITE EARTH BAY DISCUSSION:**

Jared & Kristin Iverson, Manager of White Earth Bay gave an update on the park.

Jared Iverson & Yvonne Gunderson discussed the community mailboxes to be placed in White Earth.

Moved by Comm. Eide, seconded by Comm. Rice, to approve the installation of the community mailboxes with the approval of the Corps of Engineers. Upon roll call, all present voted yes.

Eric Kelsey, Corps of Engineers updated the board on the annual management plan being approved along with the inspection being held on July 25th at 1:30 p.m.

**PARSHALL BAY DISCUSSION:**

Mallory Goff, Parshall Bay Manager gave an update on the park.

Eric Kelsey, Corps of Engineers updated the board on the annual management plan being approved along with the inspection being held on August 14th at 9:30 a.m.

**VAN HOOK PARK DISCUSSION:**

Discussion was held on the building permits that were approved by the Planning & Zoning Department. The building permits approved were as follows: Lot 5, Block 2 for Curtis & Sheri Dokken for a 15x18 deck; Lot 3, Block 2 for Lyndon & Becky Nelson for a 16x76 mobile home, 12x32 deck and 40x32 garage; Lot 16, Block 4 for Tony Grabow for a 14x28 shed; Lot 11, Block 2 for Roger Fyllesvold for a 30x45 garage and patio; Lot 6, Block 8 for Scott Reid for fence; and Lot 8, Block 14, for Wayne & Daleen Johnson for a 18x37 garage.

Discussion was also held on the consent form from Planning & Zoning concerning the retaining wall & fence which is not under the requirements for a building permit under the zoning requirements. This will still need to either be a park manager approval or the parks approval for moving dirt, installing gravel and retaining walls. State’s Attorney Enget suggested a signature line be created on the consent form for park board approval and the document should be recorded.

The board will discuss the consent form from Duane Thelen at Lot 7, Block 16 & Brian Wald at Lot 6, Block 16, to build a retaining wall and fence at the next meeting along with the prior approvals.

Moved by Comm. Eide, seconded by Comm. DeGroot, to approve the transfers of Lot 7, Block 4 from Betty L Nelson to Douglas Nelson. Upon roll call, all present voted yes. Motion carried.

Dawn & Justin Ritts Managers of Van Hook gave a park update.

The board reviewed the approved Annual Management Plan with the Corps of Engineers.

Terry Fleck, Van Hook Association Board Member gave thanks to everyone for the volunteer hours and the major donations to make the Van Hook Pavilion possible. Discussion was also held on how the management and the proceeds were going to be handled for the pavilion. Mark Zaun voiced concerns with Dawn & Justin Ritts the managers of Van Hook being allowed to keep the proceeds from the Pavilion. The Board stated to Mr. Zaun that the President of Van Hook Association recommended the managers be the sole collectors and management of the pavilion. The Board also stated this would be a year to year basis. Eric Kelsey with the Corps of Engineers stated this was a major push from the Corps to have the managers of Van Hook be the collectors since they already had a business on the government land. Dawn Ritts stated once the pavilion becomes profitable the money will be put back into the facility.

Eric Kelsey, Corps of Engineers updated the board on the inspection being held on August 14th which will be a site visit.

John Sauber, Sauber Engineering met with the board to discuss the lot surveying within the Van Hook Park.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve and send the plat for the lot surveying in Van Hook to the Planning and Zoning board for public hearings. Upon roll call, all present voted yes. Motion carried.

**ONGOING DISCUSSION:**

No information for ongoing.

**ADJOURN:**

The Board adjourned at 10:35 A.M. to meet in regular session on Thursday, September 19, 2024 at 9:00 A.M.

Accepted and approved this 19th day of September, 2024.

Eric Jaeger

Mountrail County Park Commission

ATTEST:

Stephanie A. Pappa

Mountrail County Auditor