

PARK & RECREATION BOARD MEETING

Eagles Nest

January 7, 2026 – 12:00 NOON

President David Sandvig called the meeting to order at 12:00 pm.

Members Present: Taylor Armstrong, Adam Buckhouse, Jake Cramond, Tarah Heupel, Kristan Morris, David Sandvig and Dewey Tullar. Also, present Char Liebelt, City Council Liaison, Rich Ward, City Council Liaison, Jordan McQuillen, City Finance Officer and Dave McNeil, City Manager.

Open Forum: No one came forward in the open forum to address the Board.

Meeting Minutes: Kristan Morris made a motion to accept the minutes. Motion seconded by Adam Buckhouse. All present voting aye. Motion carried.

Financial Statements: December financials were unavailable.

Bills: Bills received in the past month and merchant card processing fees for next month were reviewed. Such audited bills and fees for services, supplies, repairs, and maintenance for the Parks, Recreation and Forestry Department will be included in the department bills approved hereafter by the City Council and set forth in the minutes of the City Council.

Kristan Morris made a motion to approve payment of all bills presented, to approve merchant card processing fees for next month, and to authorize the President and Secretary to issue a requisition for a warrant upon the Finance Officer to spend Park and Recreation monies for payment of such bills and fees. Motion seconded by Taylor Armstrong. All present voting aye. Motion carried.

Order of Business:

Approval of Park Board Meeting Dates for 2026

Matt Braun presented the proposed dates for the 2026 Board Meetings. Discussion held. Tarah Heupel made a motion to approve the meeting dates. The motion was seconded by Dewey Tullar. All present voting aye. Motion carried.

Review Community Needs Assessment Survey Results

Matt Braun presented the final assessment survey results to the board. Discussion held.

Authorize Purchase of 206 Budgeted Equipment from Sourcewell

Motion made by Tarah Heupel, seconded by Kristan Morris to authorize purchase of Chassis for Cemetery dump truck in the amount of \$52,373.08, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Dewey Tullar, seconded by Taylor Armstrong to authorize purchase of Chassis for Forestry water truck in the amount of \$53,788, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Adam Buckhouse, seconded by Jake Crammond to authorize purchase of a Gator for Wylie Park in the amount of \$13,641.34, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Dewey Tullar, seconded by Kristan Morris to authorize purchase of a 72" Mower for the Park Department, in the amount of \$26,770.63, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Tarah Heupel, seconded by Kristan Morris to authorize purchase of a Bed Knife Grinder for the Golf Department, in the amount of \$23,012, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Taylor Armstrong, seconded by Jake Crammond to authorize purchase of a 60" Mower for the Golf Department, in the amount of \$11,704.42, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Motion made by Adam Buckhouse, seconded by Kristan Morris to authorize purchase of a Gator for the Golf Department in the amount of \$13,641.34, using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

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Motion made by Tarah Heupel, seconded by Jake Crammond to authorize purchase of a Ventrac seeder/aerator for the Golf Department, in the amount of \$11,280 using Sourcewell Collaborative Purchasing Agreements. All present voting aye. Motion Carried.

Consider Agreement with Aberdeen Swim Club for the Use of the Aberdeen Aquatic Center for 2026

Dan Severson informed the board that this is the annual contract with the Swim Club. A motion was made by Kristan Morris to approve the agreement with the Aberdeen Swim Club. The motion was seconded by Tarah Heupel. All present voting aye. Motion carried.

Report on 2025 Aberdeen Aquatic Center Usage

Dan Severson presented information to the board on how the 2025 aquatic season went.

Report on 2025 Golf Season

Jon Murdy and Charles Kornmann presented information on the 2025 golf season went.

Report on 2025 Storybook Land and Campground Season

Dawn Thorstenson presented information on how the 2025 camping and Storybook Land seasons went.

Staff Reports:

The supervisors of the various departments spoke about upcoming events and year end events.

Adjournment: With no further regular business, Jake Crammond made a motion to adjourn the meeting. Motion was seconded by Kristan Morris. All present voting aye. Motion carried. Meeting adjourned.

Submitted by:




Kristan Morris, Secretary



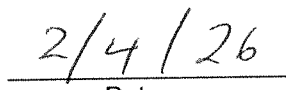
Wende Holzmann, Office Manager

Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:

Signed by:

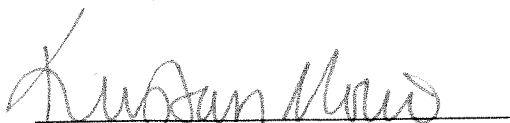


David Sandvig, President



Date

Countersigned by:



Kristan Morris, Secretary



Date