

Northwood Park District

January 12, 2025

Northwood School - Boardroom

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Sharee Haar, Jason Gader, Josh Nelson, and Diane Twete

Minutes were presented, reviewed and approved M/S/P Haar, Gader 5-0

Financials were presented, reviewed and approved M/S/P Haar, Gader 5-0

Checking \$18,951.10,

MM 7527.91,

Friends of Park 840.59,

Loan 26,289.75

No bills to approve

Discussion if the dumpsters were removed from golf course and park for winter as we are still getting charged full rate from the City of Northwood. Sharee Haar had emailed the City of Northwood in October. We will follow-up with a second email.

After discussion, a motion made to pay off mower loan in January once we receive our county allotment for the month M/S/P JNelson,. 5-0

Discussion on renting golf carts to younger golfers and what would work best: waiver from parents/better sign-out method/and/or taking ID for all. Tabled to future meeting.

Discussion on Babe Ruth program. We are in need of new jerseys, will get a quote. As Babe Ruth is a joint team with Hatton, we would like to meet with them to discuss several items. We will draft a letter and hope to have meeting with them in February.

Park – We applied for the store fund program with NEDC and were approved, just working on how funds will be distributed as a down payment is required with the landscaping company. We are pricing out a new scoreboard for the main diamond and we do need a new remote click for current scoreboard.

Discussion on recognition

3 on 3 – we will get sign-up sheets out and sponsorship letters. The tournament is set for March 15, 2025

Meeting adjourned 6:25PM

Northwood Park District

February 12, 2025

Northwood School – Boardroom

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Sharee Haar, Jason Gader, Josh Nelson, and Diane Twete

Minutes were presented, reviewed and approved M/S/P Haar, Gader 5-0

Financials were presented, reviewed and approved M/S/P Haar, Gader 5-0

Checking	\$27,947.41
MM	\$7733.33(5000 grant/200 pool donation)
Friends of Park	\$840.59
Bills	\$3829.92
Tri County Water	138.00
Polar	31.40
Nodak	150.00
Skip	74.52
NDGA	125.00
Farmers Union Insurance	3311.00

Meeting with Hatton Park Board – Jason Gader will reach out to them and set up a day and time.

3 on 3 – The menu for 3 on 3 tournament: Mac/Cheese/Bread stick/pretels/ hot dogs/pizza(pappa murphy)/grapes/donuts – we will have subs/drinks/snacks available for our volunteers

Response to the City – After discussion, a draft letter will be sent for review by the board members and then sent to the City of Northwood

Response to Golf team – After discussion, draft letter will be sent for review by the board members and then forwarded to the AD and superintendent

Golf

Clubhouse – We will work on getting signage for the clubhouse.

Grounds – We have not received any bids for tee boxes yet

Carts – We will rent 15 gas carts and 1 utility cart this year from All Season in Fargo. We have received a payment from Johnson family yet. We will send out a 2nd notice to them with our membership letters

There was discussion about getting a small trailer, fixing the old utility cart and selling/fixing golf pickup.

Meeting adjourned 6:30PM

Northwood Park District

March 12, 2025

Northwood School – Boardroom

Meeting called to order at 7:00pm by President Nikki Nelson. Members present: Nikki Nelson, Sharee Haar, Josh Nelson, and Diane Twete

Minutes were presented, reviewed and approved M/S/P Haar, JNelson 5-0

Financials were presented, reviewed and approved M/S/P Haar, JNelson 5-0

Checking	\$20,262.75
MM	\$41,553.86(5000 grant/200 pool donation)
Friends of Park	\$840.59
Bills	\$510.45
Tri County Water	138.00
Polar	15.45
Nodak	107.00
WSI	250.00

Hatton Park Board – Nikki and Josh Nelson were able to meet with a couple of their board members. They covered team layout, coaches, possible new jersey design, busing, yearly bill settlement and state tournament. We will compile an agreement with all this documentation for both boards to sign

Legion request letter – We will re-submit our letter and donation request to the Northwood Legion now with the gaming form we just received.

School letter regarding golf requests - A letter was sent to Northwood AD and Superintendent with our board's decision on the Thunder golf teams requests. They were good with all of our decisions

City of Northwood update – We will review our drafted letter one more time before sending – we also have drafted an agreement with responsibilities of the camp site. A suggestion to add to agreement for the City to let us know when a camper lot has been rented and how long they staying.

ND gaming -Our application is in, just waiting for response.

3 on 3 – After reviewing the incoming weather report, we will cancel. We will move tournament to the fall. We will let sponsors know that shirts were printed and will be used at fall tournament. Diane Twete will inform teams tomorrow.

Pool – We have new valves handles in the equipment room.

2025 employment – After review of applications, we were able to hire for all positions except lifeguard, softball coach, tball coach and concession manager. Table to next meeting

Other – After discussion, no changes to golf prices so we will get the golf membership letters out in early April. We will make some adjustments for our full time volunteers and send second notice to Johnson family regarding cart.

We discussed doing something for Jason Gader/family in regards to the car accident he was in. We will wait until he is back home. – Tabled

Meeting adjourned at 8:45pm

Northwood Park District

April 9, 2025

Northwood School – Boardroom

Meeting called to order by President Nikki Nelson at 7:05pm. Members present: Nikki Nelson, Sharee Haar, Josh Nelson, Diane Twete and guest, Kayla Evenstad.

Kayla Evenstad shared with the board information about a new group that is being formed. It is the Main Street Associates, they will coordinate schedules for Old Fashion Saturday and Christmas. They also will have a site to list all community events.

Minutes were presented, reviewed and approved M/S/P Haar, JNelson 4-0

Financials were presented, reviewed and approved M/S/P Haar, JNelson 4-0

We will communicate with our clerk to complete 2024 by April 15 and 1st quarter by 4-30. Then the following quarters by July 30, October 30 and January 30.

Checking	42,125.21(4000 pool ladder)
MM	7543.13(5000 grant/200 pool)
Friends of the park	840.59
CD	41,553.86

Bills

Bohlman Pest Control	150.00
Nodak	108.03
Tri county Water	59.00
Polar	140.46
NDRPA	125.00
Total	474.46

Golf

We will contact Baseview to fill our propane tank at the golf course. We will work on handicap options/prices for clubhouse. The 2025 golf tournament schedule was reviewed.

The board reviewed and discussed new cart rental form and process – Sharee Haar will make the updates and we will then train our clubhouse employees.

No opening date set yet, we will watch weather and see how fast things dry up.

***Our Clubhouse sign – waiting for designs

We will visit with Jim about punching the greens

Ball

We have filled all coaching positions and just have concession manager to fill. The equipment needed: hats, softball bats & balls and new softball jerseys

Pool –

We are working on lifeguards/swimming lessons/certifications. Pool equipment needs: rope/divider, ladder

Park

We will order frisbee golf supplies closer to May

There was discussion on basketball court and pickle ball – resurface current court or find funding for new court

Meeting adjourned at 8:20pm

Northwood Park District

May 14, 2025

Northwood Golf Course – Clubhouse

Meeting called to order by President Nikki Nelson at 7:00pm. Members present: Nikki Nelson, Sharee Haar, Josh Nelson and Diane Twete

Minutes were presented, reviewed and approved M/S/P JNelson, SHaar 4-0

Financials were presented, reviewed and approved M/S/P SHaar, JNelson 4-0

Checking	73,708.03
MM/Investments	41,000.00
Friends of Park	840.00
Bills	
Mike Schol	35.00
Polar	125.19
Jake Bilden	740.00
All Season Motorsports	18728.25
Tri County Water	59.00
Bernatello	90.00
Larry Jacobson	1322.28
Skips	2167.29
Pioneer Peat	250.00
True North	1972.60
Hockey Boosters	90.00
Millers	512.26
Postmaster	146.00

Golf – WDAZ cards drawing will be golf early bird membership and one drawing for park district employees. The board reviewed the cart path project numbers and setup. We will move forward. We will ask Thorsgards if they can help level out golf course parking lot. Landscaping crew should be starting soon, we will include old flowerbed by the clubhouse. We also reviewed the cart rental form, will share with Clubhouse manager to train staff.

Park – We will contact Titan again on the park mower – continues to not work. We reviewed the proposals for the pressure washing at the park (bathrooms, shelters, playground equipment and maybe dugouts) We will move forward on this. Our frisbee golf will be done on Friday.

Ball – We will be hosting Little League A tournament on July 9. Our new softball jerseys should be arriving very soon.

Pool – We have our lifeguards hired. We hope to have pool open by end of the month.

Other –

Northwood Theatre group coming to next meeting

Gaming was discussed.

We need someone to fix sign at the bottom of hole #1 before landscapers come. We will reach out to Billy Baker and Ben Larson to see who available.

Meeting adjourned at 8:40pm

Northwood Park District

June 11, 2025

Northwood Golf Course – Clubhouse

Meeting called to order by President Nikki Nelson at 7:00pm. Members present: Nikki Nelson, Sharee Haar, Josh Nelson, Jason Gader and Diane Twete

Minutes were presented, reviewed and approved M/S/P Shaar, Gader 5-0

Financials were presented, reviewed and approved M/S/P SHaar, Gader 5-0

Checking	128,979.35
Money Market	7553.01
Friends of the Park	840.59
Bills	
Gerrells	259.89
Nikki Nelson	117.35
Hawkins	2613.01
Tri County Water	64.40
Polar	165.24
Titan Machinery	236.96
Bohlman Pest Control	150.00
Meland Lumber	256.21
Valley Lawn Care	1495.00
ICS	13,000.00
MTI	509.37
True North	2630.57
Northwood Plumbing	2537.74
Great Outdoors Septic	105.00
Skips	14.56
Rivards	222.33
Total	24,377.63

Pool – There was discussion on possibly still offering swimming lessons but need to find a WSI courses for them to take. All good well – we will order a new rope and new lifejackets.

Ball – We need to find someone to spray for ants on the diamonds. There was discussion on what to do with the old uniforms. Everything else going well

Park – Frisbee golf is almost complete, we will need to submit final report for the grand. We have a couple dead trees and couple to trim so we will contact tree removal company. We are still having issues with the mower – discussion on trading

New landscaping should start soon

There was discussion on painting the chapel – we reviewed bids. We will check what siding would cost.

Golf – A few golf issues were discussed. The new landscaping should start soon

Fundraising – Our 3 on 3 tournament will now move to the fall. We are looking at November 15.

Other – We heard back from the state on the Friends of the Park gaming application. We will make some changes and re-apply.

Old Fashion Saturday – We will do our pool carnival Wednesday and golf tournament on Friday

Meeting adjourned at 8:30pm

Northwood Park District
July 9, 2025 Monthly meeting
Northwood Golf Course – Clubhouse

Meeting called to order at 5:05pm. Members present: Nikki Nelson, Jason Gader, Josh Nelson, Sharee Haar and Diane Twete

June Minutes were presented, reviewed and approved M/S/P Gader, Haar 5-0

Bills were presented, reviewed and approved M/S/P Haar, Gader 5-0 with Titan bill tabled

Skips	2177.33
Northwood Plumbing	1098.22
Hawkins	2228.04
Melands	32.99
Tri County Water	67.10
Lawn King	12,591.75
Jon Dufault	2250.00
Polar	165.24
Northwood Elevator	585.08
High Road Excavating	750.00
Great Outdoors	105.00
Golf Center	1625.10
ICS	955.60
Northwood Auto	534.71
Titan	2644.50
Larson Construction	415.64
Mike Schol	398.96

Golf

We reviewed how our new cart rental sheet was going this year. Looks like there is room for improvement. We will visit with manager Mike Schol.

There was also discussion of adding Vending and Pro shop inventory to Square for next year and to define employee responsibilities.

Pool

The new pump is in and sewer fixed. We will check into fixing old pump. End of the season, plan to clean up pump house and fix leak. Lifeguards inquired about hourly wage. We will table to winter months.

Ball

We have just a couple jerseys to collect from the summer. Coaches are working on this. Sharee Haar will contact those that still need to pay their ball fee and concession fee.

Park

Jason Gader will take a look at the park mower, still is not working correctly after having it at Titan and True North. Titan bill tabled. A motion was made to purchase mower that Adam Thorsgard is selling for 9500.00. We will see if there is any wiggle room on the price. Current mower will be fixed and sold M/S/P Haar, Gader 5-0

Other

School lease – No changes to date, will forward to Northwood school for their upcoming meeting

Old Fashion Saturday – 15 teams in tournament – everything else all set to good

2026 wages – we will gather information and discuss this winter and make adjustments for 2026 season.

Projects – Our cart path and tee box with Ops Construction will start soon.

Meeting adjourned at 6:40pm

Northwood Park District

August 3, 2025

Special Meeting

Northwood Golf Course

Meeting called to order at 7pm - Members present: Nikki Nelson, Jason Gader, Josh Nelson, Sharee Haar and Diane Twete

Golf Course Tee Box Project – The board meet to discuss the placement of women’s tee box on #1. After discussion the tee box will be placed below hill. We will also request bids for irrigation to tee box #1, #3, #4, #5, and #8 from Opp Construction.

Letter from City of Northwood – The board discussed letter from the City of Northwood with a request for financials for 2023, 2024 and year to date 2025.

This is the first request for 2023 financials with deadline of 9/30/2025. 2024 were submitted directly to City Hall the end of April 2025 and all financials for 2025 to date have been submitted. President Nikki Nelson will draft a letter and send to the City of Northwood on behalf for the Northwood Park District.

Meeting adjourned at 8pm

Northwood Park District
Regular meeting
August 17, 2025
Northwood Golf Course – Clubhouse 7pm

Meeting called to order at 7pm, with all members present: Nikki Nelson, Jason Gader, Sharee Haar, Josh Nelson and Diane Twete

July Minutes were presented, reviewed and approved M/S/P Shaar, JNelson 5-0

Bills and Financials were presented, reviewed and approved M/S/P Shaar, Jgader 5-0

Checking 55,022.03

Money Market 57,638.77

Bills

Mike Schol	70.97
Meland Lumber	45.97
Game One	2823.38
Lawn King	3277.50
MTI	249.53
Northwood Plumbing	4626.71
Northwood Elevator	399.48
Braun Electric	892.09
Great Outdoors Septic	105.00
Millers	982.00
HR Excavating	1100.00
Polar	165.24
Nodak	434.00
Lakeside	320.46
Total	15,492.33

Budget meeting is set for September 10, 2026 following the regular monthly meeting
Park – We need to find fall mower to mow until freeze up. Jason Gader will clean up the grasshopper and get it ready to be sold. Sharee Haar will submit a grant for Pickle Ball.

Pool – We will work on cleaning up the pump house.

Ball - The bill for Hatton BR ½ of supplies has been sent

Golf Course – We should be good on fall grounds workers. We are looking to finish Tee box project, irrigation project and walking bridge project.

Clubhouse – We need a couple fall clubhouse attendant. We will check with current staff.

Fundraising - We will start advertising for our 3 on 3 tournament.

Other – Discussion held on the correspondence from the City of Northwood.

Meeting adjourned at 8pm

Northwood Park District

September 10, 2025

Monthly meeting

Clubhouse

Meeting called to order 5:05pm with all members present – Nikki Nelson, Sharee Haar, Josh Nelson, Jason Gader and Diane Twete

August minutes were presented, reviewed and approved M/S/P Haar, JNelson 5-0

Financial report was presented, reviewed and approved M/S/P Haar, Gader 5-0

Checking account	30,485.17
Money Market	57,693.96
Bills approved	
Brennen Beaudin	500.00
Titan Machinery	2668.44
Associate Supplies	10,019.30
FUSA	2557.00
Nodak	423.00
Skips	858.57
Polar	165.24
Millers	325.04

Pool - Diane Twete will reach out to the insurance adjuster to find out where the claim is at.

Ball – We are looking to terminate the friends of the park and start Baseball Boosters. We have Elizabeth Mohn and Amanda Thorsgard interested.

Park – We have submitted a grant for pickle ball. There has been a some complaints with the amount of bugs at the park so we submitted a work order to the City of Northwood. We will contact Jaci Lenz to pick up her basketball hoops in the park. Titan had mentioned a discount on our bill to fix the park mower, that did not happen so we will just pay the bill. Jason Gader will determine a price to sell the grasshopper mower and we will get it posted.

Tim Mutchler has asked the park board if they would like to be part of the city grant for Ash Tree removal. We would – we will let him know.

Golf – After discussion, we will let Northwood School/AD Tony Lenz know we would like to be considered for high school girls qualifying golf tournament meets.

We will reach out to insurance agent to find out where the windshield and tree/walking bridge claim is at. We will contact Alex Christianson to get some options and prices for the walking bridge.

Other – Our 3 on 3 basketball has been advertised and just waiting for registrations at this time.

Diane Twete will check in with Jaci Lenz where she is at on the financials for the City of Northwood request.

Meeting adjourned at 6:45pm

Northwood Park District

September 10,2025

Budget Meeting

7pm

Northwood Golf Course – Clubhouse

Meeting called to Order at 7:00pm by President Nikki Nelson. Members present: Jason Gader, Sharee Haar, Josh Nelson and Diane Twete. No public in attendance.

Budget was reviewed, no further discussion.

Meeting adjourned at 7:15pm Haar – Jnelson M/S/P

Northwood Park District

October 8, 2025

Monthly Meeting – 7pm

Northwood Golf Course – Clubhouse

Meeting called to order at 7:00pm. Members present: Nikki Nelson, Jason Gader, Josh Nelson, Sharee Haar and Diane Twete

September minutes were presented, reviewed and approved M/S/P JNelson, Haar 5-0

Bills were presented, reviewed and approved M/S/P JNelson, Haar 5-0

Checking	39,920.43
Money Market	32,752.43
Bills	
Tri County water	67.10
Great Outdoors Septic	105.00
Skips	70.19
MTI	608.09
Meland Lumber	27.17
Polar	13.12 & 125.81
Northwood Plumbing	959.00
Bohlman Pest Control	150.00
True North	1613.57
Miller	309.19
Golf Center	713.10
Cl Tree Service	1500.00
Larry Jacobson	727.88

Fundraising – 3 on 3 is slow to get registration. We will go up to the week before November 15 before we cancel

Golf – The carts will be pickup next week. Projects such as tee boxes, irrigation and Ben Larson doing footings for handicap ramp are all going. Jim Bilden has also requested some extra irrigation lines and a circulation pump, Sharee will check in to this. Randy Bilden is moving back to Northwood and is looking to work at golf course again. We will visit with him this winter regarding his role. The board is working on gathering information related to the work at the golf course and how hours each job takes daily/weekly

Park – The dead trees in the park have been cut down. We will need to line someone up to do stump removal.

City of Northwood – They have emailed us with a request for an audit. We are not required by the state to complete an audit, but rather submit our year end financials. We will wait for a formal letter before responding.

Insurance – Diane Twete will follow-up on our insurance claims

Wages – The board did discuss 2026 wages and some wage breakdowns – tabled to 2026

Clerking – The board would like to have a job description for this position

Other – The SOS group from the school will help put things away in the park for winter.

We have asked Jaci lenz to please pick up her basketball hoops that she used for her camp

The park mower is all fixed and ready to sell

Meeting adjourned at 8:15 pm

Northwood Park District
November 12, 2025
Monthly Meeting - 7pm
Northwood Public School

Meeting called to order at 7pm. Members present: Nikki Nelson, Sharee Haar, Josh Nelson and Diane Twete

October minutes were presented, reviewed and approved M/S/P Jnelson, Shaar 5-0

Bills were presented, reviewed and approved M/S/P Shaar, JNelson 5-0

Checking	20,736.40
Money Market	32,782.20
Friends of the park	840.59
Bills	
Opp Construction	48,400.00
Millers	39.58
Nodak	363.00
Northwood Plumbing	958.32
Grady Larson	321.75
Polar	34.73
Tri County Water	95.00
All Seasons Motorsports	645.63
S. Haar	500.00
Great Outdoors	105.00
Skips	70.19

Fundraising - For the 3 on 3 we have 41 teams. Boys Basketball team has the set up and all the 3 on 3 jobs covered. Park District will take on the gate and concessions.

Insurance Claims - The 2025 insurance claims have been settled and paid. We need to add the golf course bridges to insurance policies.

Park - We have a few stumps to remove next spring. The SOS group from the school will help us put all our equipment away before winter comes. There was discussion on improving the bathrooms, adding additional play area by softball field and updating LL field.

Other - We are working on a Honeybadger clothing site.

President Nikki Nelson will draft response to the City regarding our financials and our board reporting to the state auditor not city of Northwood

Meeting adjourned at 8pm

Northwood Park District
December 2025

No monthly meeting