



POKEGAMA GOLF COURSE BOARD MEETING AGENDA

**Tuesday, February 21, 2023
7:30 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board will be held on Tuesday, February 21, 2023 at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota.

ROLL CALL:

PUBLIC INPUT:

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

APPROVE MINUTES:

1. Approve minutes for January 20, 2023 Golf Board meeting.

CLAIMS AND FINANCIAL STATEMENTS:

2. Approve golf course claims.

VISITORS:

REPORTS:

BUSINESS:

CORRESPONDENCE AND OPEN DISCUSSION:

ADJOURN:



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

POKEGAMA GOLF COURSE BOARD MEETING MINUTES

Friday, January 20, 2023

7:30 AM

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Board Meeting of the Pokegama Golf Course Board will be held on Friday, January 20, 2023 at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota. Pat called the meeting to order at 7:30AM.

ROLL CALL: Kelly Kirwin, Bob Cahill, Pat Pollard, and Rick McDonald

PUBLIC INPUT: None

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.) Rick made a motion to accept as presented. Kelly second. Motion Carried.

APPROVE MINUTES:

1. Approve Golf Board Minutes for December 2022 Golf Board Meeting. Rick made a motion to approve the Minutes. Kelly Second. Motion Carried

CLAIMS AND FINANCIAL STATEMENTS:

2. A review of the financials took place. Kelly made a motion to approve the claims in the amount of \$30,065.04. Rick Second. Motion Carried.

VISITORS: No visitors today

REPORTS: Bob Cahill Report: Year-end left us in a strong financial position. Happy to report it was another great year. The Trackman is going well, but a little slower so far. We expect this to pick-up now in the next few months. The Titleist rep and Ping rep are coming soon. New cameras are being installed.

CORRESPONDENCE AND OPEN DISCUSSION:

ADJOURN: At 7:40AM, Motion made by Rick. Second by Kelly. Motion Carried.

Minutes respectfully submitted by Kelly Kirwin

DATE: 02/16/2023
 TIME: 12:39:33
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/21/2023

VENDOR #	NAME	AMOUNT DUE

POKEGAMA GOLF COURSE		
0114200	ANDERSON GLASS	340.93
0114900	ANY WAY YOU WANT IT MOVING &	64.13
0312705	CLUB PROPHET SYSTEMS	525.00
0718060	GRAND RAPIDS HERALD REVIEW	399.00
1309355	MINNESOTA TORO	2,262.51
1815711	ROSS GOLF COURSE	4,928.00
1920555	STOKES PRINTING & OFFICE	58.72
2018680	TRU NORTH ELECTRIC LLC	971.58

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$9,549.87

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.32
0315329	CITY OF COHASSET	692.96
0621450	FULLSTEAM	155.61
0718015	GRAND RAPIDS CITY PAYROLL	12,390.39
1305725	METROPOLITAN LIFE INSURANCE CO	8.24
1309332	MN STATE RETIREMENT SYSTEM	5,000.00
1309335	MINNESOTA REVENUE	1,050.52
1516220	OPERATING ENGINEERS LOCAL #49	3,054.00
1601670	PARK STATE BANK	102.43
1601750	PAUL BUNYAN COMMUNICATIONS	177.07
1621130	P.U.C.	1,935.56
2000490	TDS Metrocom	136.70
2209665	VISA	165.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$24,922.80

TOTAL ALL DEPARTMENTS \$34,472.67

DATE: 02/16/2023
 TIME: 12:38:15
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/21/2023
 INVOICES IN BATCH GC0221

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	7,956.68	54.32
0114200	ANDERSON GLASS	152.00	340.93
0114900	ANY WAY YOU WANT IT MOVING &	64.13	64.13
0312705	CLUB PROPHET SYSTEMS	525.00	525.00
0315329	CITY OF COHASSET	692.96	692.96
0621450	FULLSTEAM	0.00	155.61
0718015	GRAND RAPIDS CITY PAYROLL	869,521.89	12,390.39
0718060	GRAND RAPIDS HERALD REVIEW	1,489.38	399.00
1305725	METROPOLITAN LIFE INSURANCE CO	4,182.82	8.24
1309332	MN STATE RETIREMENT SYSTEM	27,229.74	5,000.00
1309335	MINNESOTA REVENUE	1,506.00	1,050.52
1309355	MINNESOTA TORO	0.00	2,262.51
1516220	OPERATING ENGINEERS LOCAL #49	234,057.00	3,054.00
1601670	PARK STATE BANK	0.00	102.43
1601750	PAUL BUNYAN COMMUNICATIONS	2,841.70	177.07
1621130	P.U.C.	96,475.70	1,935.56
1815711	ROSS GOLF COURSE	4,928.00	4,928.00
1920555	STOKES PRINTING & OFFICE	28.93	58.72
2000490	TDS Metrocom	646.75	136.70
2018680	TRU NORTH ELECTRIC LLC	6,425.27	971.58
2209665	VISA	15,474.14	165.00
TOTAL ALL VENDORS:			34,472.67

DATE: 02/16/23
TIME: 12:35:55
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

0100053	AT&T MOBILITY							
G	01/17/23	01	GC JAN CELL SERVICE	999-99-00-00-1000			02/21/23	54.32
				HOLDING ACCOUNT				
						INVOICE TOTAL:		54.32
						VENDOR TOTAL:		54.32
0114200	ANDERSON GLASS							
I054297-G	01/16/23	01	MILLWORK DOOR LOCK SET	613-00-50-30-4010	20230374		02/21/23	319.00
				BUILDING MAINT/REPAIR				
		02	STAX #CITY OF GR-GCOURSE	613-00-50-30-4010	20230374			21.93
				BUILDING MAINT/REPAIR				
						INVOICE TOTAL:		340.93
						VENDOR TOTAL:		340.93
0114900	ANY WAY YOU WANT IT MOVING &							
125209-G	01/31/23	01	RENTAL OF 20FT CONTAINER	613-00-50-30-4025	20230376		02/21/23	60.00
				GOLF SIMULATOR EXPENSES				
		02	STAX #POKEGAMA GC	613-00-50-30-4025	20230376			4.13
				GOLF SIMULATOR EXPENSES				
						INVOICE TOTAL:		64.13
						VENDOR TOTAL:		64.13
0312705	CLUB PROPHET SYSTEMS							
INV1247169-G	02/01/23	01	MONTHLY POS EXPRESS 2/1-2/28	613-00-50-30-4330	20230375		02/21/23	150.00
				DUES & SUBSCRIPTIONS				
		02	MONTHLY CPS DATA CTR HOSTING	613-00-50-30-4330	20230375			125.00
				DUES & SUBSCRIPTIONS				
		03	MONTHLY CPS ONLINE RESERVATION	613-00-50-30-4330	20230375			75.00
				DUES & SUBSCRIPTIONS				
		04	MONTHLY TEE SHEET	613-00-50-30-4330	20230375			75.00
				DUES & SUBSCRIPTIONS				
		05	MONTHLY WEB STORE FEE	613-00-50-30-4330	20230375			50.00
				DUES & SUBSCRIPTIONS				

DATE: 02/16/23
TIME: 12:35:55
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0312705 CLUB PROPHET SYSTEMS								
INV1247169-G	02/01/23	06	MONTHLY ADDTL USER-POS	613-00-50-30-4330	20230375		02/21/23	40.00
				DUES & SUBSCRIPTIONS				
		07	MONTHLY ADDTL USER-ADMIN	613-00-50-30-4330	20230375			10.00
				DUES & SUBSCRIPTIONS				
						INVOICE TOTAL:		525.00
						VENDOR TOTAL:		525.00
0315329 CITY OF COHASSET								
G	01/17/23	01	GC DEC NTL GAS	999-99-00-00-1000			02/21/23	389.39
				HOLDING ACCOUNT				
		02	GC JAN NTL GAS	999-99-00-00-1000				303.57
				HOLDING ACCOUNT				
						INVOICE TOTAL:		692.96
						VENDOR TOTAL:		692.96
0621450 FULLSTEAM								
G	01/31/23	01	GC CC TERMINAL LEASE FEE	999-99-00-00-1000			02/21/23	59.82
				HOLDING ACCOUNT				
		02	GC JAN CRED CARD FEES	999-99-00-00-1000				95.79
				HOLDING ACCOUNT				
						INVOICE TOTAL:		155.61
						VENDOR TOTAL:		155.61
0718015 GRAND RAPIDS CITY PAYROLL								
G	01/13/23	01	GC 01/13/23 PAYROLL	999-99-00-00-1000			02/21/23	6,099.72
				HOLDING ACCOUNT				
		02	GC 01/27/23 PAYROLL	999-99-00-00-1000				6,290.67
				HOLDING ACCOUNT				
						INVOICE TOTAL:		12,390.39
						VENDOR TOTAL:		12,390.39
0718060 GRAND RAPIDS HERALD REVIEW								

DATE: 02/16/23
 TIME: 12:35:55
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718060			GRAND RAPIDS HERALD REVIEW					
70332	01/08/23	01	VISIT GR POK GOLF AD/#3033750	613-00-50-30-3510	20230438		02/21/23	399.00
				PUBLISHING & ADVERTISING				
						INVOICE TOTAL:		399.00
						VENDOR TOTAL:		399.00
1305725			METROPOLITAN LIFE INSURANCE CO					
G	01/09/23	01	GC JAN LIFE/SUPP INS PREM	999-99-00-00-1000			02/21/23	4.12
				HOLDING ACCOUNT				
		02	GC FEB LIFE/SUPP INS PREM	999-99-00-00-1000				4.12
				HOLDING ACCOUNT				
						INVOICE TOTAL:		8.24
						VENDOR TOTAL:		8.24
1309332			MN STATE RETIREMENT SYSTEM					
G	01/30/23	01	B CAHILL HCSP PER CONTRACT	999-99-00-00-1000			02/21/23	5,000.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		5,000.00
						VENDOR TOTAL:		5,000.00
1309335			MINNESOTA REVENUE					
G	01/20/23	01	GC DEC SALES & USE TAX	999-99-00-00-1000			02/21/23	1,050.52
				HOLDING ACCOUNT				
						INVOICE TOTAL:		1,050.52
						VENDOR TOTAL:		1,050.52
1309355			MINNESOTA TORO					
1369968-00-G	01/12/23	01	1369968-00 110-9049 FILTER-SPI	613-00-50-20-2210	20230372		02/21/23	20.14
				EQUIPMENT PARTS				
		02	108-3814 FILTER-AIR	613-00-50-20-2210	20230372			24.22
				EQUIPMENT PARTS				

DATE: 02/16/23
 TIME: 12:35:55
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

1309355	MINNESOTA	TORO						
1369968-00-G	01/12/23	03	108-3816 FILTER-AIR	613-00-50-20-2210	20230372		02/21/23	21.73
				EQUIPMENT PARTS				
		04	108-8076 V-BELT DECK	613-00-50-20-2210	20230372			109.40
				EQUIPMENT PARTS				
		05	94-2621 ELEMENT-FILTER	613-00-50-20-2210	20230372			56.30
				EQUIPMENT PARTS				
		06	104-5169 FILTER-OIL	613-00-50-20-2210	20230372			11.35
				EQUIPMENT PARTS				
		07	98-9399 GASKET	613-00-50-20-2210	20230372			3.48
				EQUIPMENT PARTS				
		08	75-1310 FILTER-HYD	613-00-50-20-2210	20230372			53.98
				EQUIPMENT PARTS				
		09	92-5608-03 BLADE	613-00-50-20-2210	20230372			182.00
				EQUIPMENT PARTS				
		10	000 LABOR	613-00-50-20-2210	20230372			1,100.25
				EQUIPMENT PARTS				
		11	15W40 SER 15W-40 M/O BULK QRT	613-00-50-20-2210	20230372			26.00
				EQUIPMENT PARTS				
		12	IS046 HYDRAULIC OIL 46 QUART	613-00-50-20-2210	20230372			90.00
				EQUIPMENT PARTS				
		13	15W40 SER 15W-40 M/O BULK QRT	613-00-50-20-2210	20230372			19.50
				EQUIPMENT PARTS				
		14	IS046 HYDRAULIC OIL 46 QRT	613-00-50-20-2210	20230372			90.00
				EQUIPMENT PARTS				
		15	ANTIFREEZE SHELL ZONE 50/50 PR	613-00-50-20-2210	20230372			57.60
				EQUIPMENT PARTS				
		16	85W140 85W140 OIL QUART	613-00-50-20-2210	20230372			39.92
				EQUIPMENT PARTS				
		17	MILEAGE	613-00-50-20-2210	20230372			200.00
				EQUIPMENT PARTS				
		18	000 LABOR	613-00-50-20-2210	20230372			101.25
				EQUIPMENT PARTS				
		19	STAX #161280	613-00-50-20-2210	20230372			55.39
				EQUIPMENT PARTS				

INVOICE TOTAL: 2, 51
 VENDOR TOTAL: 2, 8 51

DATE: 02/16/23
TIME: 12:35:55
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

1516220	OPERATING ENGINEERS LOCAL #49							
G	01/09/23	01	GC FEB HEALTH INS PREMI	999-99-00-00-1000 HOLDING ACCOUNT			02/21/23	3,054.00
							INVOICE TOTAL:	3,054.00
							VENDOR TOTAL:	3,054.00
1601670	PARK STATE BANK							
G	12/31/22	01	GC DEC CREDIT CARD FEES	999-99-00-00-1000 HOLDING ACCOUNT			02/21/23	102.43
							INVOICE TOTAL:	102.43
							VENDOR TOTAL:	102.43
1601750	PAUL BUNYAN COMMUNICATIONS							
G	01/09/23	01	GC JAN LINE CHARGES	999-99-00-00-1000 HOLDING ACCOUNT			02/21/23	15.79
		02	GC JAN SERVICE	999-99-00-00-1000 HOLDING ACCOUNT				161.28
							INVOICE TOTAL:	177.07
							VENDOR TOTAL:	177.07
1621130	P.U.C.							
G	01/17/23	01	GC DEC UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT			02/21/23	1,935.56
							INVOICE TOTAL:	1,935.56
							VENDOR TOTAL:	1,935.56
1815711	ROSS GOLF COURSE							
MAR2023-G	03/01/23	01	MAR 2023 GC MNT SERV CONT	613-00-50-30-3100 20230094 OTHER CONTRACTED SERVICE			02/21/23	4,928.00
							INVOICE TOTAL:	4,928.00
							VENDOR TOTAL:	4,928.00

DATE: 02/16/23
 TIME: 12:35:55
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

1920555 STOKES PRINTING & OFFICE								
119447-G	02/08/23	01	RM COPY PAPER	613-00-50-20-2010	20230419		02/21/23	9.99
				OFFICE SUPPLIES				
		02	NOTEBOOK	613-00-50-20-2010	20230419			13.49
				OFFICE SUPPLIES				
		03	BADGE HOLDERS	613-00-50-20-2010	20230419			17.59
				OFFICE SUPPLIES				
		04	INDEX CARDS 3X5	613-00-50-20-2010	20230419			8.58
				OFFICE SUPPLIES				
		05	INDEX CARDS 4X6	613-00-50-20-2010	20230419			5.29
				OFFICE SUPPLIES				
		06	STAX# POKEGAMA GC	613-00-50-20-2010	20230419			3.78
				OFFICE SUPPLIES				
							INVOICE TOTAL:	58.72
							VENDOR TOTAL:	58.72
2000490 TDS Metrocom								
G	01/17/23	01	GC JAN PHN SERVICES	999-99-00-00-1000			02/21/23	136.70
				HOLDING ACCOUNT				
							INVOICE TOTAL:	136.70
							VENDOR TOTAL:	136.70
2018680 TRU NORTH ELECTRIC LLC								
1397-G	01/24/23	01	1397 CLUBHOUSE CAMERA WIRING	613-00-50-30-4010	20230417		02/21/23	600.00
				BUILDING MAINT/REPAIR				
		02	25FT 700SERIES WIREMOLD AND	613-00-50-30-4010	20230417			82.05
				BUILDING MAINT/REPAIR				
							INVOICE TOTAL:	682.05
1398-G	01/24/23	01	1398 RPLC EMERGENCY LIGHTS	613-00-50-30-4010	20230417		02/21/23	150.00
				BUILDING MAINT/REPAIR				
		02	2 EMERGENCY LIGHTS-SURELIGHT	613-00-50-30-4010	20230417			139.53
				BUILDING MAINT/REPAIR				
							INVOICE TOTAL:	53
							VENDOR TOTAL:	58

DATE: 02/16/23
 TIME: 12:35:55
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2209665			VISA					
G	01/23/23	01	MGCSA-ALLEMAN 2023 DUES	999-99-00-00-1000 HOLDING ACCOUNT			02/21/23	165.00
INVOICE TOTAL:								165.00
VENDOR TOTAL:								165.00
TOTAL ALL INVOICES:								34,472.67