



POKEGAMA GOLF COURSE BOARD MEETING AGENDA

**Tuesday, February 15, 2022
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 15, 2022 at 7:30 AM at Pokegama Golf Course Clubhouse, 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 18, 2022 Golf Board Meeting.

CLAIMS AND FINANCIAL STATEMENTS:

2. Review bills and consider approval of payment.

VISITORS:

REPORTS:

BUSINESS:

3. Discuss course restroom needs.

CORRESPONDENCE AND OPEN DISCUSSION:

ADJOURN:



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

**POKEGAMA GOLF COURSE BOARD
 MEETING MINUTES**

**Tuesday, January 18, 2022
 7:30 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board was held on Tuesday, January 18, 2022 at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota.

ROLL CALL: Present: Pat Pollard, John Bauer, Rick McDonald Absent: Kelly Kirwin, Brad Pollard

Also present Director of Golf Bob Cahill, Superintendent Steve Ross

PUBLIC INPUT: There were no visitors

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.)

Two items were added to the Agenda along with a clarification in item 5. Items 6 and 7 under **BUSINESS** were added to the agenda. Item 5 is clarified to add sales tax to the purchase price. Motion to approve additions and the clarification. Motion Pat Pollard, Second John Bauer Motion passed

APPROVE MINUTES:

1. Approve Golf Board minutes for December 21, 2021 Motion to Approve Pat Pollard, Second Rick McDonald. Motion approved.

CLAIMS AND FINANCIAL STATEMENTS:

2. Review financials statements for Pokegama Golf Course
 Director of Golf Reviewed the Financial Statements.
 Operating Income increased by \$40,615 vs 2021.
 Net income increased by \$47,878 vs 2021.
 It was a very good operation year.

3. Approve Golf Course bill list Motion to approve Pat Pollard, Second John Bauer Motion passed.

REPORTS: Grounds Superintendent Steve Ross reported. His report centered on items 5-7.

BUSINESS:

4. Consider purchase of Toro Greensmower in the amount of \$40,824.48
 Motion to Approve purchase Rick McDonald, Second Pat Pollard Motion passed
5. Consider purchase of Toro Fairway Verticutter for a total of \$14,188.51 plus sales tax.
 Motion to approve purchase John Bauer, Second Rick McDonald Motion passed

6. Added item: Consider Purchase of TurfWerks Topdresser for a total of \$12,584.53

This is the preferred Topdress unit by our staff and in the industry. There is only one Minnesota vendor. Other vendors of this item are in Iowa, Nebraska, and Missouri. No second bid required.

Pokegama will be purchasing this unit and will be sharing the unit with Sugar Lake Lodge on a Lease arrangement. SLL will be leasing the unit from Pokegama for 50% of the purchase price and sharing the ongoing maintenance expenses at 50% each with Pokegama. The lease will last the lifetime of the unit. Expected to exceed 25 years. Motion to purchase Pat Pollard, Second John Bauer. Motion passed.

7. Added item: Review Hawkinson Construction Asphalt cart path proposal.

Grounds Superintendent Steve Ross discussed the \$90,000 proposal for cart path improvements. The board determined that funding for this project is not available in the 2022 budget. We will review again for 2023.

CORRESPONDENCE AND OPEN DISCUSSION: None

ADJOURN: Motion by Rick McDonald, Second by John Bauer. Motion passed, meeting adjourned.

Submitted by substitute Secretary Bob Cahill

DETAILED POKEGAMA GOLF COURSE BILL LIST - FEBRUARY 15, 2022

Item 2.

DATE: 02/09/22
 TIME: 14:18:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/15/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100053 AT&T MOBILITY								
G	01/18/22	01	GC JAN CELL SERVICE	999-99-00-00-1000			02/15/22	54.37
				HOLDING ACCOUNT				
							INVOICE TOTAL:	54.37
							VENDOR TOTAL:	54.37
0113216 AMERICAN BANK								
G	12/31/21	01	GC DEC CR CARD FEES	999-99-00-00-1000			02/15/22	155.25
				HOLDING ACCOUNT				
							INVOICE TOTAL:	155.25
							VENDOR TOTAL:	155.25
0308100 CHAMBER OF COMMERCE								
30445-G	01/07/22	01	MEMBERSHIP DUES JAN-DEC 2022	613-00-50-30-4330	20220219		02/15/22	350.00
				DUES & SUBSCRIPTIONS				
							INVOICE TOTAL:	350.00
							VENDOR TOTAL:	350.00
0718015 GRAND RAPIDS CITY PAYROLL								
G	01/14/22	01	GC 01/14/22 PAYROLL	999-99-00-00-1000			02/15/22	4,152.48
				HOLDING ACCOUNT				
							INVOICE TOTAL:	4,152.48
							VENDOR TOTAL:	4,152.48
1200500 L&M SUPPLY								
10682761-G	02/01/22	01	10682761 DUCT TAPE YELLOW	613-00-50-30-4025	20220295		02/15/22	3.79
				GOLF SIMULATOR EXPENSES				
		02	DUCT TAPE GREEN	613-00-50-30-4025	20220295			3.79
				GOLF SIMULATOR EXPENSES				
		03	DUCT TAPE BLUE	613-00-50-30-4025	20220295			3.79
				GOLF SIMULATOR EXPENSES				

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1200500			L&M SUPPLY					
10682761-G	02/01/22	04	STAX #1000002171	613-00-50-30-4025	20220295		02/15/22	0.78
				GOLF SIMULATOR EXPENSES				
							INVOICE TOTAL:	12.15
							VENDOR TOTAL:	12.15
1309332			MN STATE RETIREMENT SYSTEM					
G	01/31/22	01	CAHILL HCSP PER CONTRACT	999-99-00-00-1000			02/15/22	5,000.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	5,000.00
							VENDOR TOTAL:	5,000.00
1309335			MINNESOTA REVENUE					
G	01/20/22	01	DEC SALES & USE TAX	999-99-00-00-1000			02/15/22	262.59
				HOLDING ACCOUNT				
							INVOICE TOTAL:	262.59
							VENDOR TOTAL:	262.59
1405850			NEXTERA COMMUNICATIONS LLC					
G	01/18/22	01	GC EARLY TERM FEE	999-99-00-00-1000			02/15/22	74.67
				HOLDING ACCOUNT				
							INVOICE TOTAL:	74.67
							VENDOR TOTAL:	74.67
1516220			OPERATING ENGINEERS LOCAL #49					
G	01/10/22	01	GC FEB HEALTH INS PREMIUM	999-99-00-00-1000			02/15/22	1,527.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	1,527.00
							VENDOR TOTAL:	1,527.00

1601750 PAUL BUNYAN COMMUNICATIONS

DETAILED POKEGAMA GOLF COURSE BILL LIST - FEBRUARY 15, 2022

Item 2.

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/15/2022

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

1601750	PAUL BUNYAN COMMUNICATIONS							
G	02/07/22	01	GC FEB SERVICE	999-99-00-00-1000			02/15/22	175.59
				HOLDING ACCOUNT				
								INVOICE TOTAL: 175.59
								VENDOR TOTAL: 175.59
1621130	P.U.C.							
G	01/18/22	01	GC DEC UTILITIES	999-99-00-00-1000			02/15/22	1,898.48
				HOLDING ACCOUNT				
								INVOICE TOTAL: 1,898.48
								VENDOR TOTAL: 1,898.48
1800653	R & R PRODUCTS INC							
CD2630774-G	01/11/22	01	R1050 CUTTING UNIT RACK-GREENS	613-00-50-20-2090	20220218		02/15/22	1,004.70
		02	STAX #55744P	613-00-50-20-2090	20220218			69.07
				INVENTORIAL SUPPLIES				
				INVENTORIAL SUPPLIES				
								INVOICE TOTAL: 1,073.77
								VENDOR TOTAL: 1,073.77
1815711	ROSS GOLF COURSE							
MAR2022-G	03/01/22	01	MAR 2022 GC MNT SERV CONT	613-00-50-30-3100	20220092		02/15/22	4,796.13
				OTHER CONTRACTED SERVICE				
								INVOICE TOTAL: 4,796.13
								VENDOR TOTAL: 4,796.13
2000490	TDS Metrocom							
G	01/24/22	01	GC JAN PHN SERVICES	999-99-00-00-1000			02/15/22	120.92
				HOLDING ACCOUNT				
								INVOICE TOTAL: 120.92
								VENDOR TOTAL: 120.92

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2114750			UNUM LIFE INSURANCE CO OF AMER					
G	01/31/22	01	GC FEB LIFE INS	999-99-00-00-1000			02/15/22	4.30
				HOLDING ACCOUNT				
								INVOICE TOTAL: 4.30
								VENDOR TOTAL: 4.30
2301700			WM CORPORATE SERVICES, INC					
G	01/10/22	01	GC DEC SERVICES	999-99-00-00-1000			02/15/22	342.43
				HOLDING ACCOUNT				
								INVOICE TOTAL: 342.43
								VENDOR TOTAL: 342.43
								TOTAL ALL INVOICES: 20,000.13

DATE: 02/09/2022
 TIME: 14:22:47
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/15/2022

VENDOR #	NAME	AMOUNT DUE

POKEGAMA GOLF COURSE		
0308100	CHAMBER OF COMMERCE	350.00
1200500	L&M SUPPLY	12.15
1800653	R & R PRODUCTS INC	1,073.77
1815711	ROSS GOLF COURSE	4,796.13
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$6,232.05

CHECKS ISSUED-PRIOR APPROVAL	AMOUNT
PRIOR APPROVAL	
0100053 AT&T MOBILITY	54.37
0113216 AMERICAN BANK	155.25
0718015 GRAND RAPIDS CITY PAYROLL	4,152.48
1309332 MN STATE RETIREMENT SYSTEM	5,000.00
1309335 MINNESOTA REVENUE	262.59
1405850 NEXTERA COMMUNICATIONS LLC	74.67
1516220 OPERATING ENGINEERS LOCAL #49	1,527.00
1601750 PAUL BUNYAN COMMUNICATIONS	175.59
1621130 P.U.C.	1,898.48
2000490 TDS Metrocom	120.92
2114750 UNUM LIFE INSURANCE CO OF AMER	4.30
2301700 WM CORPORATE SERVICES, INC	342.43
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$13,768.08

TOTAL ALL DEPARTMENTS \$20,000.13

DATE: 02/09/2022
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 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/15/2022
 INVOICES IN BATCH GC0215

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	3,943.70	54.37
0113216	AMERICAN BANK	0.00	155.25
0308100	CHAMBER OF COMMERCE	0.00	350.00
0718015	GRAND RAPIDS CITY PAYROLL	551,264.68	4,152.48
1200500	L&M SUPPLY	2,182.54	12.15
1309332	MN STATE RETIREMENT SYSTEM	22,424.00	5,000.00
1309335	MINNESOTA REVENUE	419.00	262.59
1405850	NEXTERA COMMUNICATIONS LLC	1,866.74	74.67
1516220	OPERATING ENGINEERS LOCAL #49	112,101.00	1,527.00
1601750	PAUL BUNYAN COMMUNICATIONS	3,811.15	175.59
1621130	P.U.C.	57,755.35	1,898.48
1800653	R & R PRODUCTS INC	157.96	1,073.77
1815711	ROSS GOLF COURSE	4,796.13	4,796.13
2000490	TDS Metrocom	569.32	120.92
2114750	UNUM LIFE INSURANCE CO OF AMER	279.93	4.30
2301700	WM CORPORATE SERVICES, INC	4,712.20	342.43
TOTAL ALL VENDORS:			20,000.13