

**POKEGAMA GOLF COURSE BOARD MEETING**

**TUESDAY, DECEMBER 19, 2017**

**7:00 am**

***Grand Rapids City Hall, Conference Room 2B  
420 North Pokegama Avenue, Grand Rapids MN 55744***

NOTICE IS HEREBY GIVEN, that a regular meeting of the Pokegama Golf Course Board has been scheduled for **Tuesday, December 19, 2017 at 7:00 am.** City Hall Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids, MN, 55744 to discuss the following:

- I. Call to Order
- II. Approve Minutes
- III. Consideration of Monthly Bills and Financial Statement
- IV. Visitors
- V. Grounds Superintendent
- VI. Concessions.
- VII. Director of Golf
- VIII. Old Business
- IX. New Business
- X. Correspondence and Open Discussion
- XI. Adjourn.

**Copies to:**

Golf Course Board  
Lynn DeGrio  
City Clerk  
File Copy  
Finance Director  
Bob Cahill  
City Administrator  
City Council

GRAND RAPIDS GOLF COURSE BOARD  
SPECIAL MEETING  
November 1, 2017  
7:00 AM

Present: Kelly Kirwin, Larry O'Brien, Brad Gallop, Pat Pollard, Todd Roth

Absent: None

Staff: Bob Cahill Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Visitors: None
- III. Discussions that took place relating proposed 2018 membership rates and fees. Changes in membership fees and green fees will be discussed again and voted on at the regular November meeting. Todd Roth made a motion to authorize the \$200 payment to each of the starter / ranger employees. Kelly Kirwin seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien  
Recording Secretary

GRAND RAPIDS GOLF COURSE BOARD  
REGULAR MONTHLY MEETING  
November 22, 2017  
7:00 AM

Present: Larry O'Brien, Pat Pollard, Todd Roth, Brad Gallop  
Absent: Kelly Kirwin  
Staff: Bob Cahill Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Todd Roth made a motion to accept the minutes of the October 17, 2017 and November 1, 2017 Special Board meetings. Brad Gallop seconded the motion. The motion passed.
- III. Consideration of monthly bills: Brad Gallop made a motion to approve the bill list. Todd Roth seconded the motion. The motion passed. Todd Roth made a motion to approve three additional bills. Bill 1 – Bunes Septic \$367.50, Bill 2 – Minuteman Press \$221.65, Bill 3 – Minuteman Press \$554.44 Brad Gallop seconded the motion. The motion passed.

ACHESON TIRE COMPANY INC	21.38
BLUE CROSS & BLUE SHIELD OF MN	2,191.50
CITY OF COHASSET	152.98
DELTA DENTAL OF MINNESOTA	123.55
FILTHY CLEAN INC	309.94
GARTNER REFRIGERATION CO	188.00
GRAND RAPIDS CITY PAYROLL	21,138.09
GRAND RAPIDS STATE BANK	1,727.00
HAWKINSON CONSTRUCTION CO INC	13,230.00
GREGORY J. LESSMAN DBA	308.93
M & R ENTERPRISES	1,386.46
MIDWAY REPAIR	472.54
MN DEPT OF NAT'L RESOURCES-OMB	284.13
MINNESOTA REVENUE	3,487.77
NEXTERA COMMUNICATIONS LLC	3.93
P.U.C.	2,751.81
NORTHERN MN WATER COND DBA	24.75
STEVE ROSS DBA ROSS GOLF	4,166.63
STOKES PRINTING & OFFICE	30.93
TDS Metrocom	206.88
UNUM LIFE INSURANCE CO OF AMER	4.10
VANTIV INTEGRATED PAYMENTS	31.66
WASTE MANAGEMENT	274.39
TOTAL ALL VENDORS:	52,517.35

- IV. Visitors: None
- V. Grounds Superintendent: No report.
- VI. Concessions: No report

- VII. Director of Golf: Bob Cahill reported. Promotional pieces that have been sent out and will be sent out were shared. Bob informed the Board that he has met with the Sawmill Inn and Timberlake Inn to discuss promotions for the 2018 season. At the December meeting the Board will discuss the food and beverage concessionaires contract and service and then will meet with the Bastians in January. Brad Gallop made a motion to accept the golf rates as presented for the 2018 season. Todd Roth seconded the motion. The motion passed.
- VIII. Old Business: None
- IX. New Business: None
- X. Correspondence and Open Discussion: None.
- XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Todd Roth seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien  
Recording Secretary

**POKEGAMA GOLF COURSE BILL LIST - DECEMBER 19, 2017**

DATE: 12/13/2017  
 TIME: 12:48:34  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/19/2017

VENDOR #	NAME	AMOUNT DUE
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POKEGAMA GOLF COURSE		
0718010	CITY OF GRAND RAPIDS	14,975.00
0718060	GRAND RAPIDS HERALD REVIEW	360.00
0718555	GROOMS YARD SERVICES	415.00
1200500	L&M SUPPLY	80.08
1309495	MINUTEMAN PRESS	309.63
1401650	NARDINI FIRE EQUIPMENT CO. INC	650.62
1815711	STEVE ROSS DBA ROSS GOLF	4,166.67
1920555	STOKES PRINTING & OFFICE	53.38

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 21,010.38

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	2,191.50
0221525	BUNES SEPTIC SERVICE INC	367.50
0301656	JAMES V. CARLSON DBA	200.00
0315329	CITY OF COHASSET	328.85
0405447	DELTA DENTAL OF MINNESOTA	123.55
0718015	GRAND RAPIDS CITY PAYROLL	19,978.63
0718070	GRAND RAPIDS STATE BANK	445.76
1309335	MINNESOTA REVENUE	1,083.28
1309495	MINUTEMAN PRESS	776.09
1405850	NEXTERA COMMUNICATIONS LLC	3.93
1621130	P.U.C.	1,506.87
2000490	TDS Metrocom	205.45
2114750	UNUM LIFE INSURANCE CO OF AMER	4.10
2201535	VANTIV INTEGRATED PAYMENTS	31.66
2205637	VERIZON WIRELESS	95.37
2209665	VISA	393.51
2301700	WASTE MANAGEMENT	27.44
T000982	WILLARD LEROY PETERSON	200.00
T001080	JEFF FRAZIER	200.00
T001081	SCOTT ANDERSON	200.00
T001082	KATIE PETERMEIER	200.00
T001172	JEFF MELLANG	200.00
T001173	DENNIS SCHAAR	200.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 28,963.49

TOTAL ALL DEPARTMENTS 49,973.87