

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
OCTOBER 17, 2022**

CALL TO ORDER:

The meeting was called to order by Vice President Dennis Nink at 5:00 p.m. at the Bureau County Metro Center, Princeton, Illinois.

ROLL CALL:

Present were Commissioners Abbie Cochran, Dennis Nink, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Superintendent of Parks, Matt Wright; Park Maintenance Coordinator, Jim Kurth; Attorney Bob Russell and Recording Secretary, DeAnn Underwood. Absent was Commissioner Andy Marti.

PERFECTION OF AGENDA:

None.

APPROVAL OF MINUTES:

Vice President Nink requested a motion for approval of the minutes of the Public Hearing on September 19, 2022, with the noted correction, and the minutes of the Regular Meeting held on September 19, 2022. Motion was made by Commissioner Cochran and seconded by Commissioner Nyman. A voice vote was taken: ayes – all, nays – none. The motion carried.

OPEN DISCUSSION:

Matt Wright introduced Jim Kurth as the new Park Maintenance Coordinator. Jim, who previously worked at the Metro Center, stated he is happy to be a part of the staff and grateful for the opportunity to work for the park district.

APPROVAL OF CLAIMS:

A list of bills due and payable for the Bureau County Metro Center in the amount of \$11,565.96 and for the Princeton Park District in the amount of \$13,130.06 was presented for the time period of September 20, 2022 through October 17, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$14,735.47 and Princeton Park District in the amount of \$3,808.63 for the time period of September 16, 2022 through September 30, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$336.44 for the time period of October 1, 2022 through October 15, 2022, as well as Business Visa Card transactions for September 2022 in the amount of \$1,823.78. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$45,400.34. Motion was made by Commissioner Cochran and seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2022/2023 Revenue/Expense Totals by Month Report was reviewed. The total amount for September 2022 was \$117,130.93, with the monthly average this fiscal year at \$134,812.35

The Board reviewed the September 2022 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund. Tammy noted there are some line-item adjustments needing to be made by CliftonLarsonAllen.

The Board reviewed the spreadsheet of Cash Fund Balance Reconciliation for the 2022/2023 fiscal year. The Cash Total as of September 30, 2022 was \$1,415,524.47. Tammy stated transfers will be completed in October to bring all funds to a positive balance.

NEW BUSINESS:

Adopt Annual Abatement Ordinance for 2018 \$778,000.00 Refunding Alternate Revenue Bond – Attorney Bob Russell reviewed the Annual Abatement Ordinance No. 22-10-17-01 which is the Ordinance abating the tax hereto levied for the year 2022 to pay the principal of and interest on \$778,000 Refunding Alternate Revenue Bonds (Alternate Revenue Source), Series 2018, of the Princeton Park District, Bureau County, Illinois. Vice President Nink requested a motion to approve the Annual Abatement Ordinance No. 22-10-17-01. Motion was made by Commissioner Nyman and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Authorize Bob Russell to Solicit Bond Bids for the General Obligation Bond for 2022 – Attorney Bob Russell reviewed with the Board information regarding the proposed selling of a General Obligation Bond for approximately \$850,000. Vice President Nink requested a motion to direct Attorney Bob Russell to proceed with contacting the local banks to bid on the General Obligation Bond for 2022, as well as to proceed with the notice to be published in the newspaper regarding the Bond Hearing. Motion was made by Commissioner Cochran and seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried.

Adopt a Preliminary Real Estate Tax Levy 2022-2023 – Attorney Bob Russell discussed information regarding the 2022 Real Estate Tax Levy. The current figures indicate an approximate 4% increase in the EAV for 2022. Attorney Russell presented an estimated 2022 tax rate in all funds of .30535, which equates to \$468,000 total tax dollars received. Vice President Nink requested a motion for the approval of the Resolution Establishing Preliminary Levy Determination for the 2022 Real Estate Tax Levy for the Princeton Park District, Bureau County, Illinois. Motion was made by Commissioner Nyman and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried.

IAPD Soaring to New Heights Credentials Certificate Delegates - The Board discussed the appointment of delegates for the Annual Business Meeting of IAPD on January 28, 2023. After some discussion it was determined Tammy Lange will be listed as the Delegate and Nick Davis as 1st Alternate.

UNFINISHED BUSINESS:

2020 Roof Installment Contract Paid Off – Tammy stated the Roof Installment Contract between Sterling Commercial Roofing, Inc., Central Bank Illinois, and the Princeton Park District has been paid off as of October 6, 2022. This contract was for 10 years, but the park district was able to pay it off after 2 ½ years.

Boiler Replacement Discussion – Tammy gave an update on the boiler replacement situation. The decision to replace the boiler with a “like kind” replacement has been halted as Weil McLain is not shipping any 88 series 2 boilers due to not being up to government standards. The bid submitted from the Farnsworth Group was for an 88 series 2 boiler. Beginning in 2023, the 88 series 3 boilers will be used and are much higher in price. It was noted there are still parts available for the 88 series 1 boiler, which is what the Metro Center currently has. Nathan has been working with Matt from PIPCO to see if parts can be obtained. After some discussion, it was determined to give PIPCO the time between now and the Regular Board Meeting on November 21st to see if parts can be secured to fix the current boiler. If not, an alternative manufacturer may need to be contacted to see if a boiler that is similar in output and footprint can be obtained. It was noted if we purchased a new 88 series 3 model all duct work throughout the Metro Center would have to be replaced.

2023 Illinois Association of Park Districts Annual Conference – January 26-28, 2023
- Tammy noted she, Nick and Amy will be attending conference in January. If any commissioners are interested and would like to attend, please let Tammy know as hotel rooms and travel arrangements by train will be starting to be made for those attending.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

- Superintendent of Parks – Matt noted a solution has been decided upon and he will proceed with repairing the issue on the finish of one of the bench plaques at Zearing Park.
- Maintenance Director
- Assistant Director/Superintendent of Recreation – Nick stated Flag Football is finishing their season and the Youth Basketball League will be beginning. This year we have a record number of 219 kids registered.
- Front Desk Supervisor/Rentals

OTHER BUSINESS:

The Board reviewed the Executive Director’s Report. Tammy reported the Bailey Subdivision Payments began in 2009, with the final payment due in the year 2029.

EXECUTIVE SESSION:

Motion was made by Commissioner Cochran, seconded by Commissioner Nyman and unanimously carried to meet in Executive Session to discuss Personnel pursuant to Section 2 (c) 1 of the Illinois Open Meetings Act at 6:02 p.m. A roll call was taken: ayes – all, nays – none. The motion carried.

The Board returned to regular session at 6:42 p.m.

BOARD ACTION FOLLOWING EXECUTIVE SESSION:

No action was taken.

ADJOURNMENT:

At 6:43 p.m. motion was made by Commissioner Nyman and seconded by Commissioner Youngren to adjourn. A roll call was taken: ayes -- all; nays -- none. The motion carried.

Andrew D. Marti, President

Brandon Nyman, Secretary