

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
NOVEMBER 21, 2022**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present were Commissioners Abbie Cochran, Andy Marti, Dennis Nink, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Maintenance Director, Nathan Cook; and Attorney Bob Russell.

**PERFECTION OF AGENDA:**

Tammy perfected the agenda to include under **New Business c.) Review of 2022-2023 General Liability Insurance Renewal.**

Tammy presented to President Andy Marti a plaque from the Illinois Association of Park Districts recognizing his ten years of faithful service to the park district as a commissioner.

**APPROVAL OF MINUTES:**

President Marti requested a motion for approval of the minutes of the Regular Meeting held on October 17, 2022. Motion was made by Commissioner Cochran and seconded by Commissioner Nink. A voice vote was taken: ayes – all, nays – none. The motion carried.

**OPEN DISCUSSION:**

Nothing was presented.

**APPROVAL OF CLAIMS:**

A list of bills due and payable for the Bureau County Metro Center in the amount of \$16,661.07 and for the Princeton Park District in the amount of \$19,165.54 was presented for the time period October 18, 2022 through November 21, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$18,993.51 and Princeton Park District in the amount of \$2,849.71 for the time period of October 16, 2022 through October 31, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$2,853.68 and Princeton Park District in the amount of \$2,206.68 for the time period of November 1, 2022 through November 15, 2022, as well as Business Visa Card transactions for the time period of October 15, 2022 to November 15, 2022 in the amount of \$12,267.52. President Marti requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$74,997.71. Motion was made by Commissioner Nink 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 October 2022 was \$104,787.44, with the monthly average this fiscal year at \$127,306.12.

The Board reviewed the October 2022 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund. Tammy noted we are on track to reach amount budgeted for memberships.

The Board reviewed the spreadsheet of Cash Fund Balance Reconciliation for the 2022/2023 fiscal year. The Cash Total as of October 31, 2022 was \$1,531,421.33. Tammy stated some transfers will be completed to bring all funds to a positive balance.

### **NEW BUSINESS:**

**Review of the Boiler Replacement/Amendment** – Nathan gave an update to the Board on the boiler replacement situation. Since Weil McLain is not shipping any 88 series 2 boilers due to not being up to government standards, the proposal is to install the 88 series 3 boiler, with a cost difference of \$2,722.93. This will cover the added equipment needed for installation. After some discussion, motion was made by Commissioner Nyman and seconded by Commission Youngren to have the Farnsworth Group prepare a change order for the original signed contract to substitute the 88 series 3 boiler for the 88 series 2 boiler at a cost difference of \$2,722.93. A voice vote was taken: ayes – all; nays – none. The motion carried. It was noted the time frame to receive the new boiler will still be June or July.

**Review and Approve a Bid for the 2022 General Obligation Bond** - Attorney Bob Russell stated two bids were received for the \$840,000 in General Obligation Bonds, with Central Bank being the lowest bidder at 3.65%, with no fees. Heartland Bank and Trust submitted a bid of 5.25%, with a \$500 fee. Attorney Russell thanked the local banks for their bids and recommended the Board accept the lowest bid from Central Bank. President Marti made a motion to approve the sale of the \$840,000 in bonds, at a rate of 3.65%, as offered by Central Bank. The motion was seconded by Commissioner Nink. A voice vote was taken: ayes – all; nays – none. The motion carried. It was noted the Bond will have an 11-month maturity.

**Review of the 2022-2023 Worker's Compensation Insurance Renewal & Review of 2022-2023 General Liability Insurance Renewal** – Tammy stated she has received the renewal information from Dimond Bros. for the Worker's Compensation Insurance. The new premium will be \$16,480, which is an increase of 30% from last year's amount. The increase can be attributed to a larger payroll due to less restrictions post pandemic, as well as the increase in the minimum wage mandate. Tammy stated the premium for the 2022-2023 General Liability Insurance will be \$32,740, which is an increase of \$2,400 from the prior year. It was noted during our last renewal, the insurance company offered to increase the property coverage by 10% and the Board approved this increase. This gives the park district additional security in the event the district would have a claim so there would be adequate coverage for repairs or replacement. Tammy stated these numbers are included in the budget.

**Review of the 2022-2023 Health Insurance Renewal** - Tammy reviewed the rate for 2022-2023 health insurance premium, stating it will increase 8.7%. The new premium per month will be \$6,290.88. Tammy noted our current plan is a transitional plan and recommended the park district continue with the current program/plan for the full-time staff. After some discussion, it was the consensus of the Board to continue with the current plan offered thru United Healthcare. On behalf of the entire staff, Tammy thanked the Board for this benefit provided to them.

**Final Notice of the 2023 IMRF Rate** - Tammy stated the Final Notice of the IMRF Contribution Rate for 2023 will be 8.23%. This is a decrease from the 2022 rate of 12.09%.

**UNFINISHED BUSINESS:**

**Illinois Association of Park District Annual Conference January 26-28, 2023** – Tammy stated if any commissioners are interested in attending the conference this year to please let her know. Hotels and travel arrangements by train are being made to receive the early bird discounts.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following reports:

- Superintendent of Parks – Tammy stated the Ice Skate Rink has been received and will be located at the west end of the tennis courts. A press release has been prepared.
- Maintenance Director
- Assistant Director/Superintendent of Recreation – Nick noted he will be working to update the website.
- Front Desk Supervisor/Rentals

**OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report. Tammy congratulated the Princeton High School Football Team on their season this year and to all the PHS athletes, especially those who are part of the team at the Metro Center.

**ADJOURNMENT:**

At 5:54 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Nink to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

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Andrew D. Marti, President

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Brandon Nyman, Secretary