

# June 15 Meeting Agenda 2009

## REGULAR MEETING MINUTES OF THE COMMISSIONERS OF THE PRINCETON PARK DISTRICT JUNE 15, 2009

### CALL TO ORDER:

The meeting was called to order by President Englehart at 4:30 p.m. at the Bureau County Metro Center, Princeton, Illinois.

### ROLL CALL:

Present were Commissioners Gene Englehart, Bob Halberg, Jan Milles, Carl Pacunas, and Dick Volker. Also present were Executive Director Elaine Russell; Superintendent of Parks, Keith Scherer; Administrative Assistant, Tammy Lange; Secretary, DeAnn Underwood; and Attorney Bob Russell.

Present in the audience were Donna Barker and Maria Borri.

### PERFECTION OF AGENDA:

None.

### APPROVAL OF MINUTES:

President Englehart requested a motion for approval of the minutes of the Regular Meeting on May 18, 2009. Motion was made by Commissioner Volker and seconded by Commissioner Pacunas. A voice vote was taken: ayes - all, nays - none. The motion carried.

President Englehart requested a motion for approval of the minutes of the Regular Meeting on June 1, 2009. Motion was made by Commissioner Milles and seconded by Commissioner Pacunas. 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 \$18,040.37 was presented for the time period of May 28, 2009 through June 12, 2009. President Englehart requested a motion for approval of all Bureau County Metro Center claims totaling \$18,040.37. Motion was made by Commissioner Volker and seconded by Commissioner Milles. A voice vote was taken: ayes - all, nays - none. The motion carried.

A list of bills due and payable for the Princeton Park District in the amount of \$14,941.92 was presented for the time period of May 28, 2009 through June 12, 2009. President Englehart requested a motion for approval of all Princeton Park District claims totaling \$14,941.92. Motion was made by Commissioner Volker and seconded by Commissioner Pacunas. A voice vote was taken: ayes - all; nays - none. The motion carried.

A list of hand written checks in the amount of \$757.59 was presented for the time period of May 29, 2009 through June 10, 2009, as well as debit card transactions in the amount of \$128.57 dated May 7, 2009 through May 26, 2009. President Englehart requested a motion to approve the hand written checks and debit card transactions, for a total amount of \$886.16. Motion was made by Commissioner Milles and seconded by Commissioner Volker. A voice vote was taken: ayes - all, nays - none. The motion carried.

Elaine reviewed with the Board in detail the May Financial Statements and the spreadsheet of Cash Fund Balance Reconciliation for the 2008/09 fiscal year, noting for the eleven months ending May 31, 2009 that all accounts are in a solid position.

### NEW BUSINESS:

Adopt Prevailing Wage Ordinance - The Board reviewed information for the Prevailing Wage for 2009. President Englehart requested a motion for approval of the Prevailing Wage Ordinance. Motion was made by Commissioner Milles and seconded by Commissioner Halberg. A voice vote was taken: ayes - all, nays - none. The motion carried.

2009-2010 First Budget Review ~ Enterprise Fund/Metro Center - Elaine reviewed with the Board the 2009-2010 Budget Review for the Enterprise Fund/Metro Center, noting comparison in various line items between last year's budget and the proposed one.

Summer Begins! Programs/Camps & More - Elaine noted the summer programs have begun, with a variety of programs available and attendance being strong.

#### UNFINISHED BUSINESS:

City County Road Update - Keith gave an update to the Board regarding the road work at City County Park. The park district staff, with the help from the city crew, installed the culverts needing to be replaced prior to the beginning of the road repair. The county will be coordinating the road project, with the grinding of the road and addition of the new gravel beginning this week, weather permitting. It was noted the park will need to be closed while some portions of the project are being completed.

Alexander Pool Open for 2009 Season - Elaine stated the Alexander Pool is open for the season. To enhance the appearance of the entrance to the pool, the shrubs have been removed, parking spaces eliminated, and installation of benches will take place. Extending the pool pit area will also be done in the near future.

Zearing Park Expansion Project - Elaine gave an update to the Board regarding the Zearing Park Expansion Project with information provided by Kevin Heitz of Chamlin & Associates. The septic results have been received, with a follow through design now being completed. Kevin has been working on paperwork needed in the property exchange. He will be providing the Board with a timeline for the site work now that the earthwork has begun.

#### OTHER BUSINESS:

Director's Report & Administrative Assistant's Report- The Board reviewed the Executive Director's Report & Administrative Assistant's Report. Elaine noted the Princeton Park District is receiving "The Business in Partnership Award" after being nominated by Lori Compton of the Red Cross. Tammy stated the use of lazier checks began this month. She also noted the staff from Lord & Murphy will begin transferring the files on June 25th in preparation of installing the new membership computer system.

#### OPEN DISCUSSION:

Donna Barker inquired if the City County Park would have to be closed while the road repair work was being completed. Keith stated closure of the park would only be for 1 ½ to 2 days during the grinding and application of the gravel. It will also need to be closed for a short time when the blacktopping is done later this summer.

#### EXECUTIVE SESSION:

A motion was made by Commissioner Volker, seconded by Commissioner Pacunas and unanimously carried to meet in executive session to discuss personnel pursuant to Section 2(c) 1 of the Illinois Open Meetings Act at 5:12 p.m. A roll call was taken: ayes – all, nays – none. The motion carried.

The Board returned to regular session at 5:28 p.m.

#### BOARD ACTION FOLLOWING EXECUTIVE SESSION:

No action was taken.

#### ADJOURNMENT:

A motion was made by Commissioner Volker, with a second by Commissioner Pacunas to adjourn the meeting at 5:29 p.m. Voice vote:

ayes – all, nays – none. The motion carried.

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Gene Englehart, President

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Dick Volker, Secretary