

March 16 Meeting Minutes 2009

REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
MARCH 16, 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, Jan Milles, Wayne Stone, 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. Commissioner Carl Pacunas was absent.

Present in the audience were Nora Fesco-Ballerine, Donna Barker, Kevin Heitz, Jim Pinter, and Craig Sterrett.

PERFECTION OF AGENDA:

President Englehart perfected the agenda by adding under New Business b. IAPD E-mails.

APPROVAL OF MINUTES:

President Englehart requested a motion for approval of the minutes of the Regular Meeting on February 16, 2009. Motion was made by Commissioner Milles and seconded by Commissioner Stone. 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 March 2, 2009. Motion was made by Commissioner Milles and seconded by Commissioner Stone. 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 \$27,772.49 was presented for the time period of February 27, 2009 through March 11, 2009. President Englehart requested a motion for approval of all Bureau County Metro Center claims totaling \$27,772.49. Motion was made by Commissioner Milles and seconded by Commissioner Stone. 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 \$11,900.42 was presented for the time period of February 27, 2009 through March 11, 2009. President Englehart requested a motion for approval of all Princeton Park District claims totaling \$11,900.42. Motion was made by Commissioner Stone and seconded by Commissioner Milles. A voice vote was taken: ayes - all; nays - none. The motion carried.

A list of hand written checks in the amount of \$1,477.97 was presented for the time period of March 4, 2009 through March 11, 2009, as well as debit card transactions totaling \$893.17 for the time period of February 2, 2009 through February 23, 2009. President Englehart requested a motion to approve the hand written checks and debit card transactions, for a total amount of \$2,371.14. Motion was made by Commissioner Milles and seconded by Commissioner Stone. A voice vote was taken: ayes - all, nays - none. The motion carried.

The Board reviewed the February Financial Statements and the spreadsheet of Cash Fund Balance Reconciliation for the 2008/09 fiscal year. Elaine noted she has made several adjustments to various line items this past month. Each department has reviewed and is aware of their current revenue and expenditures to date.

NEW BUSINESS:

Approve Employee Health Insurance Renewal - Elaine reviewed with the Board four different health insurance options available for the next renewal period beginning April 1, 2009. After some discussion President Englehart requested a motion to approve Option #1 which represents an 8% increase (\$229.29) in the current monthly premium, with the benefits remaining the same as last year. Motion was made by Commissioner Milles and seconded by Commissioner Stone to approve Option #1 for the next renewal period beginning April 1, 2009. A voice vote was taken: ayes - all, nays - none. The motion carried.

IAPD E-mails - President Englehart reviewed with the Board information he has received via e-mails from IAPD in regard to OSLAD Grant payments, maturity schedule of bonds, ADD compliance, as well as the handling of citizen's complaints.

UNFINISHED BUSINESS:

Skate Park Repair/Replacement Estimates - Elaine reviewed with the Board the quote in the amount of \$112,770 received from NuToys for a replacement estimate of skate park equipment. This was obtained for comparison pricing of replacing versus repairing of the equipment. Elaine stated she should have the

repair estimate from Spohn Ranch, the company who purchased TrueRide, for the next meeting. It was noted the skate park is being checked on a daily basis.

Update on City County Road Repair Project - Keith gave an update to the Board in regard to the road repair project at City County Park. Bids for the project are due back on Thursday to the county. Once they have been reviewed, the county will contact the park district. Keith has been in touch with the city for assistance in the cleaning and/or replacement of the culverts. It was noted the tree trimming is 90% complete. Keith thanked the county and city for all the help received so far with the road repair project.

Zearing Park Expansion Project - Kevin Heitz, Project Manager from Chamlin & Associates, stated the contract for the Zearing Park Expansion Project will be sent to Advanced Asphalt for signature, and then sent to the park district to be signed. Once this is complete, the contactors can proceed with the project as weather permits.

Kevin reviewed with the Board the design for the fishing pier and the concession/restroom facility. The plans for these projects will be available for bids this week, with a pre-bid meeting to be held on March 23, 2009 at 1:00 p.m. Opening of the bids will take place on April 6, 2009 at 10:00 a.m. Discussion of the bids could be an agenda item for Regular Meeting on April 6th , with the possibility of awarding the bids done at the April 20th Regular Meeting.

Kevin noted on the concession/restroom facility, bids on two different types of roofing will be requested. One bid will be for asphalt shingles, with the other bid to be a standing seam metal roof. The current estimate for this facility is \$260,000. The fishing pier will be bid as a 12ft x 26ft structure, with the structure set up for the addition of a shade canopy as a future possibility. Construction is to be on top of a concrete substructure, with the bidding to include the structure built using either treated wood, or a maintenance free Trex material. The current estimate for the fishing pier is \$25,000.

Kevin stated he would provide Elaine with the contract from Chamlin & Associates for overseeing the construction of the project prior to the April 6th Regular Meeting for review by the Board.

OTHER BUSINESS:

Director's Report - The Board reviewed the Executive Director's Report.

Elaine noted the following:

- She and Keith will be meeting with Ray Mabry, Jr. at City County Park on Thursday, March 19th at 10:00 a.m. to examine the entrance to the park and possible alternatives to changing it.

- Plans are progressing well for the "Lucky Nights" event.

- Brandon Nyman has finished his internship with the Princeton Park District and will be working in a part time capacity for the summer.

Tammy Lange stated she has been working with Elaine on the budget.

OPEN DISCUSSION:

Donna Barker inquired as to what the amount was to replace the equipment at the skate park. Elaine stated the replacement estimate received was \$112,770.

Jim Pinter, with Princeton Youth Soccer, requested approval from the Board to display a banner designed with the Positive Coaching Alliance's slogan, "Honor the Game". The banner would be displayed on the concession stand at Zearing Park during the games, and taken down each day. After some discussion it was the consensus of the Board to allow the banner to be displayed on the concession stand.

Attorney Bob Russell noted he is still waiting to hear from the Illinois Department of Natural Resources in regard to the exchange of real estate between Bonucci Farms and the Princeton Park District. Nora Fesco-Ballerine stated she will contact the IDNR to see what the status of this is.

ADJOURNMENT:

A motion was made by Commissioner Volker, with a second by Commissioner Stone to adjourn the meeting at 5:22 p.m. Voice vote: ayes – all, nays – none. The motion carried.

Gene Englehart, President

Wayne Stone, Secretary