

May 4th Meeting Minutes 2009

REGULAR MEETING MINUTES OF THE COMMISSIONERS OF THE PRINCETON PARK DISTRICT MAY 4, 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, and Carl Pacunas. Also present were Executive Director, Elaine Russell; Superintendent of Parks, Keith Scherer; Administrative Assistant, Tammy Lange; Attorney Bob Russell, and Secretary, DeAnn Underwood. Commissioners Bob Halberg and Dick Volker were absent.

Present in the audience were Donna Barker, Maria Borri, and Kevin Heitz.

PERFECTION OF AGENDA:

President Englehart perfected the agenda by postponing the Board Re-Organization until the May 18th Regular Meeting, due to the absence of Commissioners Bob Halberg and Dick Volker.

OPEN DISCUSSION:

Nothing was presented.

APPROVAL OF HAND WRITTEN CHECKS:

A list of hand written checks, in the amount of \$26,888.23 was presented for the time period of April 16, 2009 through April 29, 2009 for the Metro Center and Princeton Park District. President Englehart requested a motion to approve the hand written checks in the amount of \$26,888.23. Motion was made by Commissioner Milles and seconded by Commissioner Pacunas. A voice vote was taken: ayes - all, nays - none. The motion carried.

NEW BUSINESS:

Chris Wilson Seeding Contract - Elaine reviewed with the Board the Cash Farm Lease Contract between the Princeton Park District and Chris Wilson regarding the seeding of the four acres. The contract, which was prepared by Attorney Bob Russell, allows for the seeding of warm season grasses, prairie grasses, ornamental grasses and wild flowers on the four acres, at no expense to the park district. In return, Chris Wilson will harvest and retain all seed produced by the grasses and wildflowers. It was noted Chris should be made aware of the asphalt walkway path which will be located on the west side of the property, prior to the seeding of the area. Attorney Russell stated he would amend the contract to note the inclusion of the asphalt walkway path. President Englehart requested a motion for approval of the Cash Farm Lease Contract with the amendment. Motion was made by Commissioner Pacunas and seconded by Commissioner Milles. A voice vote was taken: ayes - all, nays - none. The motion carried.

UNFINISHED BUSINESS:

Signing of Contract between McDonald Trucking & Park District - Elaine stated the contract between McDonald Trucking and the Princeton Park District has been signed by President Englehart.

Completed Skate Park Repairs - Elaine reviewed with the Board the repairs to the skate park which have been completed by Spohn Ranch, Inc. The total invoice was reduced by \$1,000 due to a reduction in labor cost as the work was completed sooner than what was estimated. It was noted there will also be an additional savings of \$300 as the park district has requested two more panels of Skatelite Pro which will be installed by Keith, and subtracted from the invoice total as well. Keith stated he has gained knowledge in regard to repairing the equipment due to his involvement while Spohn Ranch was working on the skate park. Future repair work, when feasible, will be completed in-house.

The issue of bikes being used on the equipment was also discussed by the Board. The posted rules at the skate park state no bikes are allowed on the equipment. After some discussion it was the consensus of the Board that effective immediately, each time a bike is seen using the skate park equipment, the skate park will be closed for one week, with an incident report being completed as well.

Zearing Park Expansion Project - Kevin Heitz, Project Manager from Chamlin & Associates, gave an update on various items regarding the Zearing Park Expansion Project. Kevin noted the following:

- Several individuals were involved in a discussion regarding the Health Department Food Establishment Food Review. Elaine will be completing the paperwork for this.
- A meeting will be set up in the near future with the Health Department regarding the septic system, as well as obtaining the septic permit. Testing will need to be completed first and Kevin will contact some local contractors to perform these. Rough quotes will be obtained on the cost of the septic work and will be presented at the May 18th Regular Meeting.
- Met with a representative from Musco Lighting. After a review of different scenarios, they will be providing several options for consideration, including light levels, lighting of one premiere field with the possibility of an additional field in the future, as well as completing some of the infrastructure work during the construction phase for completion at a future date. It was noted determining the requirement for lighting from the IHSA for soccer fields used for high school games would need to be done due to the cost difference in different lighting levels. It was noted Princeton High School could possibly help with the cost of the lighting. After some discussion it was recommended another quote be obtained, as well as the possibility of applying for grants for the lighting.

- The contract for the concession/restroom facility has been signed by D.J. Sickley Construction and the contract for the fishing pier project has been signed by Liebhart Construction. The permits have been submitted to the City of Princeton. Work should begin in the next week or two depending on the softness of the road and the ability to move the equipment to the site.

- Nora Fesco-Ballerine of the North Central IL Council of Government has requested additional information needed by the IDNR for the property exchange between Bonucci Farms and the Princeton Park District. Kevin will be getting the requested information to her.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

? Superintendent of Park's Report - Keith stated with the wet weather, outside work has been running a little behind schedule.

? Maintenance Report

? Recreation Report - Tammy noted Ryan has done a great job with the website.

? Aquatics Report - Elaine stated Level 1 swim lesson sessions have been filled to capacity.

? Rentals Report

? Administrative Assistant Report - Tammy stated the front desk staff will now be