

November 2, 2009 Meeting Minutes

REGULAR MEETING MINUTES OF THE COMMISSIONERS OF THE PRINCETON PARK DISTRICT NOVEMBER 2, 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; Attorney Bob Russell; and Secretary, DeAnn Underwood.

Present in the audience were Donna Barker and Maria Borri.

PERFECTION OF AGENDA:

None.

OPEN DISCUSSION:

Elaine distributed information regarding free seminars to be held on the changes which will take effect January 1, 2010 to the Freedom of Information Act, as well as the Open Meetings Act. Any commissioners interested in attending can contact Elaine.

APPROVAL OF HAND WRITTEN CHECKS:

A list of hand written checks, in the amount of \$15,575.60 was presented for the time period of October 15, 2009 through October 28, 2009 for the Metro Center and Princeton Park District. President Englehart requested a motion to approve the hand written checks in the amount of \$15,575.60. Motion was made by Commissioner Milles and seconded by Commissioner Halberg. A voice vote was taken: ayes – all, nays – none. The motion carried.

NEW BUSINESS:

Approve Zearing Fishing Pier Project Completion and Payment to Liebhart Construction, Inc. – Elaine reviewed with the Board the invoice received from Liebhart Construction, Inc. for the completion of the fishing pier at Zearing Park. The final cost of the project totaled \$38,630, which includes an additional \$3,675 for concrete footings not part of the base bid. It was noted the authorization for use of concrete footings was obtained prior to installation. It was the consensus of the Board to remit payment in the amount of \$38,630 to Liebhart Construction, Inc.

Sign Resolution for George E. Zearing Park Perpetual Care Trust – Elaine reviewed with the Board the updated resolution for the George E. Zearing Park Perpetual Care Trust authorizing Commissioners Gene Englehart and Carl Pacunas to transact business on behalf of the Trust. President Englehart requested a motion to adopt the George E. Zearing Park Perpetual Care Trust dated November 2, 2009. Motion was made by Commissioner Milles and seconded by Commissioner Volker. A voice vote was taken: ayes – all, nays – none. The motion carried.

Adopt Annual Abatement Ordinance on \$1,800,000 General Obligation Bond – The Board reviewed the Annual Abatement Ordinance in regard to the \$1,800,000 General Obligation Bond. President Englehart requested a motion to adopt the Annual Abatement Ordinance abating the tax hereto levied for the year 2009 to pay the principal and interest on \$1,800,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2008, of the Princeton Park District, Bureau County, Illinois. Motion was made by Commissioner Milles and seconded by Commissioner Pacunas. A voice vote was taken: ayes – all, nays – none. The motion carried.

Approve IAPD Credentials Certificate – Elaine reviewed the IAPD Credential Certificate with the Board, which appoints Elaine Russell, Executive Director as the delegate, President Englehart as 1st Alternate, and Tammy Lange as 2nd Alternate. President Englehart requested a motion to approve the IAPD Credential Certificate. Motion was made by Commissioner Volker and seconded by Commissioner Milles. A voice vote was taken: ayes – all, nays – none. The motion carried.

Review Electric/Water Bills from City of Princeton for Parks – Elaine reviewed the bills from the City of Princeton for electrical and water usage at the various parks. The total amount billed represents only 25% of what the actual usage was. It was questioned if the \$2.13

Electric Service Charge listed on each bill represents 25% of the total amount of the service charge or is a flat fee. Elaine will check into this.

30th Annual NCICG Dinner Invitation – Elaine invited any commissioners interested in attending the North Central Illinois Council of Governments' Annual Dinner to be held at 6:00 p.m. on Thursday, November 12th at Wise Guy's Bar & Grill, to contact Tammy so reservations can be made.

UNFINISHED BUSINESS:

Metro Center Membership Increase – The Board reviewed the chart showing the proposed membership increases of 3% and 5% to the resident and non-resident rates for 2010. After some discussion it was the consensus of the Board to approve the 5% increase for 2010. It was noted rates have not been increased since the fall of 2001. President Englehart requested a motion to approve a 5% increase to the resident and non-resident rates for one year memberships beginning January 1, 2010. Motion was made by Commissioner Pacunas and seconded by Commissioner Halberg. A voice vote was taken: ayes – all, nays – none. The motion carried.

Coca-Cola/Pepsi Comparison – Elaine stated information from Pepsi was not received in time to present a comparison between the two companies at this meeting. Attorney Russell has reviewed the proposed contract with Coke and has made several recommendations, which were submitted for their approval. After some discussion, it was decided to proceed with a comparison of Coca-Cola with Pepsi. The possibility of obtaining a one year versus three year contract from the company selected was also discussed.

Zearing Park Expansion Project – The following updates were given to the Board:

- A wet area still exists in the northwest corner of the expansion project where the fly ash stabilization did not take effect. Additional work to build up this area will probably be required.

- The walk path in the expansion area of the park has begun to be cut in.

- A parking issue involving the property along Thompson Street was discussed. A type of barrier, pleasing to the eye, will be erected on the property line which should eliminate the problem.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

- ? Superintendent of Park's Report – Keith noted repair work on the large diamond at Zearing Park is being completed. The restrooms at all the parks are in the process of being winterized.

- ? Maintenance Coordinator's Report

- ? Recreation Report – New fitness equipment has been purchased.

- ? Aquatics Report – A swim competition program will be offered starting in January.

- ? Rentals Report

OTHER BUSINESS:

The Board reviewed the Executive Director's Report and the Administrative Assistant's Report. Elaine noted December 1st is still the target date to be exclusively reporting through the new membership system.

OPEN DISCUSSION:

Donna Barker inquired if the 5% increase for one year memberships went into effect on January 1, 2010. Elaine stated that was correct. Donna also inquired if the payment due to Liebhart Construction, Inc. for the construction of the fishing pier was \$38,360. Elaine stated it was and noted \$3,675 of that amount included the concrete footings which were not included in the original bid.

EXECUTIVE SESSION:

A motion was made by Commissioner Milles, seconded by Commissioner Volker and unanimously carried to meet in executive session to discuss personnel pursuant to Section 2(c) 1 and to review executive session minutes pursuant to Section 2(c) 21 of the Illinois Open Meetings Act at 5:24 p.m. A roll call was taken: ayes – all, nays – none. The motion carried.

The Board returned to regular session at 5:32 p.m.

BOARD ACTION FOLLOWING EXECUTIVE SESSION:

No action was taken.

ADJOURNMENT:

At 5:33 p.m. motion was made by Commissioner Volker, with a second by Commissioner Milles to adjourn. A roll call was taken: ayes – all, nays – none. The motion carried.

Gene Englehart, President

Dick Volker, Secretary