

December 7
2009
Meeting
Minutes

REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
DECEMBER 7, 2009

CALL TO ORDER:

The meeting was called to order by President Englehart at 4:35 p.m. at the Bureau County Metro Center, Princeton, Illinois.

ROLL CALL:

Present were Commissioners Gene Englehart, Bob Halberg, Jan Milles, 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. Commissioner Carl Pacunas was absent.

Present in the audience were Nora Fesco-Ballerine, Donna Barker, Maria Borri, and Kevin Heitz.

PERFECTION OF AGENDA:

None.

OPEN DISCUSSION:

Nothing was presented.

APPROVAL OF HAND WRITTEN CHECKS:

A list of hand written checks, in the amount of \$367,090.42 was presented for the time period of November 13, 2009 through November 30, 2009 for the Metro Center and Princeton Park District. President Englehart requested a motion to approve the hand written checks in the amount of \$367,090.42. Motion was made by Commissioner Milles and seconded by Commissioner Volker. A voice vote was taken: ayes – all, nays – none. The motion carried.

NEW BUSINESS:

2010 Board Meeting Dates – Elaine reviewed the scheduled dates for the 2010 Board Meetings. President Englehart requested a motion for approval of the 2010 Board Meeting Dates. Motion was made by Commissioner Milles and seconded by Commissioner Volker. A voice vote was taken: ayes – all, nays – none. The motion carried.

2009 ICRMT Renewal Pricing – Elaine stated she and Tammy met with Jud Scott and Cheryl McLane from Scott Brothers Insurance to review the Commercial and Workers Compensation insurance needs for the 2009/2010 policy renewal. It was noted there will be a decrease of \$240 in the premium for the coming year due to a lower amount for the Workers Compensation Policy.

New Legislation – Freedom of Information Act, Prevailing Wage Act, Etc. – Attorney Russell distributed and reviewed with the Board information regarding new legislation which has become effective regarding Bonds, and legislation which will become effective January 1, 2010 regarding the Prevailing Wage Act and Freedom of Information Act (FOIA). It was noted two or three Freedom of Information Officers need to be appointed by the park district. This will be an agenda item for the December 21st Regular Meeting.

Northern Border Pipeline Company Open House – Elaine stated an invitation has been received from Northern Border Pipeline Company to an Open House Meeting on Monday, December 7th from 4:00 p.m. to 7:00 p.m. at the AmericInn. Commissioner Englehart and Attorney Russell are planning to attend.

UNFINISHED BUSINESS:

Acceptance of 2008-2009 Audit - President Englehart requested a motion to accept the 2009/2010 Audit. Motion was made by

Commissioner Volker and seconded by Commissioner Milles. A voice vote was taken: ayes – all; nays – none. The motion carried.

Approve Payment #1 to D.J. Sickley Construction Co. – Elaine reviewed with the Board the Contractor's Application and Certification for Payment from D.J. Sickley Construction Co. for the first payment on the concession/restroom facility. It was the consensus of the Board to remit payment in the amount of \$14,462.06 to D.J. Sickley Construction Co. Kevin stated the footings and walls for the concession/restroom facility have been poured. No further construction will be done until spring.

Zearing Park Expansion Project – Nora Fesco-Ballerine from the North Central IL Council of Governments gave an update on the Grant Project Status Report and Development Project Status Report. Nora noted the additional work in regard to the fly ash stabilization was included in the report. An official change order needs to be completed and submitted to the Department of Natural Resources. Kevin stated he will prepare the change orders for approval at the December 21st Regular Meeting. Once approved, they can be forwarded to DNR. Nora stated the feasibility of receiving partial reimbursement for the project at this time is highly unlikely due to the fact that no components of the project are completely finished.

Kevin Heitz, Project Manager from Chamlin & Associates, reviewed the correspondence sent to Advanced Asphalt Co. regarding invoices they received from Neri Contractors & Excavators, Inc. for additional pumping costs incurred due to the excessive precipitation during the summer. Kevin noted, as stated in the letter, additional costs for the pumping will not be the responsibility of the Princeton Park District.

Keith inquired if the earth moving equipment currently on the project site will be removed for the winter. Kevin stated he will check on this. Keith noted a barricade will be installed at the south entrance, as well as at the entrance to the walking path from Oak, Carter and Thompson Streets.

Kevin noted he will be setting up a meeting with the city in the near future to discuss the electrical and water needs at the project site.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

- ? Superintendent of Park's Report – Keith noted several projects have been completed for the winter.
- ? Maintenance Coordinator's Report – Appreciation was expressed for the enclosure of the entranceway.
- ? Recreation Report
- ? Aquatics Report
- ? Rentals Report – Elaine noted memberships were billed through the new system this month. The thumbprint scanner should be functioning during December.

OTHER BUSINESS:

The Board reviewed the Executive Director's Report and the Administrative Assistant's Report.

OPEN DISCUSSION:

Nothing was presented.

EXECUTIVE SESSION:

A motion was made by Commissioner Volker, seconded by Commissioner Milles 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 5:28 p.m.

BOARD ACTION FOLLOWING EXECUTIVE SESSION:

No action was taken.

ADJOURNMENT:

At 5:29 p.m. motion was made by Commissioner Milles, with a second by Commissioner Halberg to adjourn. A roll call was taken: ayes – all, nays – none. The motion carried.

Gene Englehart, President

Dick Volker, Secretary