

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
FEBRUARY 19, 2024**

**CALL TO ORDER:**

The meeting was called to order by Vice President Dennis Nink at 5:00 p.m. at the Bureau County Metro Center, Princeton, Illinois.

**ROLL CALL:**

Present were Commissioners Abbie Cochran, Dennis Nink, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Superintendent of Maintenance, Nathan Cook; Recreation Supervisor, Brett Renner; and Recording Secretary, DeAnn Underwood. Absent were Commissioners Andy Marti and Brandon Nyman.

Present in the audience was Patrick Puebla.

**PERFECTION OF AGENDA:**

Vice President Nink perfected the agenda by moving the *2024 Illinois Association of Park District Annual Conference Update* to Open Discussion.

**APPROVAL OF MINUTES:**

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on January 15, 2024. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all, nays – none. The motion carried.

**OPEN DISCUSSION:**

**2024 Illinois Association of Park District Annual Conference Update** - Brett commented he enjoyed the conference and connecting with like-minded individuals, as well as sharing ideas with those in attendance. Some of the sessions he attended were on hiring referees and dealing with active shooters. Nathan stated he obtained a lot of great ideas from attending the conference and noted a session specific for bidding jobs will be beneficial to him in his position with the park district. Nick stated he focused on attending legal and administrative sessions this year, as well as other sessions pertinent to his job duties. Tammy commented it was a great conference and she was excited to hear about the experience the staff attending for the first time had.

## **APPROVAL OF CLAIMS:**

A list of bills due and payable for the Bureau County Metro Center in the amount of \$12,229.65 and for the Princeton Park District in the amount of \$11,779.54 was presented for the time period of January 16, 2024 through February 19, 2024, and handwritten checks for the Bureau County Metro Center in the amount of \$18,897.41 and Princeton Park District in the amount of \$2,924.26 for the time period of January 16, 2024 through January 31, 2024, and handwritten checks for the Bureau County Metro Center in the amount of \$5,809.31 and Princeton Park District in the amount of \$5,521.98 for the time period of February 1, 2024 through February 19, 2024, as well as Business Visa Card for January 2024 in the amount of \$4,482.37. Vice President Nink requested a motion to approve all the Bureau County Metro Center and Princeton Park District claims for a total amount of \$61,644.52. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2023/2024 Revenue/Expense Totals by Month Report was reviewed. The total amount for January 2024 was \$98,639.46.

The Board reviewed the January 2024 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund.

The Board reviewed the spreadsheet of Cash Fund Balance Reconciliation for the 2023/2024 fiscal year. The Cash Total as of January 31, 2024 was \$2,242,748.22.

## **NEW BUSINESS:**

**Discussion of the Purchase & Replacement of the PoolPak for the Metro Center Swimming Pool** – Nathan reviewed with the Board the Trane Turnkey Proposal received for the purchase and replacement of the PoolPak. It was noted there have been many obstacles, as well as a lot of research done for this project. After some discussion, Vice President Nink requested a motion to approve the Trane Turnkey Proposal for a total net price of \$472,442.00 as presented. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried. Tammy stated the park district will be working with Bob Russell to secure any additional financing needed above what is already allocated for this project.

**Presentation of the Preliminary Drawings and Discussion of a new ADA All-Inclusive Playground for Zearing Park (2025)** – Tammy reviewed the process she and Nick have been working on with Dan Pepin from Community Funding & Planning Services to be able to submit an OSLAD Grant Application on July 1, 2024 for the construction of a new All-Inclusive Playground at Zearing Park. The fee for the application is \$5,000. Tammy noted if for some reason the park district's application is denied the first year, Dan will work with the IDNR to find out why it was not chosen and resubmit the following year at no charge. Vice President Nink requested a motion to approve the \$5,000 application fee to apply for the OSLAD Grant. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Patrick Puebla, representative from Play & Park Structures of IL, gave a presentation showing the playground structures being proposed for Zearing Park and provided a brochure which included the current price quote for the project. It was noted this project would not be done until 2025 and only if the Princeton Park District was awarded an OSLAD Grant.

**Present the Renewal of the Companion Life & Dental Insurance Policy – Renewal Date is April 1, 2024** – Tammy stated the premiums for the renewal of the Companion Life & Dental Insurance Policy offered to the full-time staff will be the same as the previous year. The Dental Premium will remain at \$58.49 and the Life Insurance rate at \$8.13 per employee. Vice President Nink requested a motion to approve the renewal of the Companion Life & Dental Insurance Policy, effective April 1, 2024. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

**Appoint Nick Davis as an additional Freedom of Information Act Officer and an IMRF Authorized Agent for the Princeton Park District** – Tammy requested the appointment of Nick Davis, Assistant Director & Recreation Superintendent, as a Freedom of Information Act Officer, as well as an IMRF Authorized Agent for the Princeton Park District. Vice President Nink requested a motion to approve Nick Davis as a Freedom of Information Act Officer and an IMRF Authorized Agent. Motion was made by Commissioner Youngren and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried.

**Statement of Economic Interests** - Tammy requested the Statement of Economic Interest forms be completed by each board member and returned to her so they can be filed at the Bureau County Court House.

**UNFINISHED BUSINESS:**

Nothing additional was presented.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following reports:

- Superintendent of Maintenance
- Superintendent of Parks
- Assistant Director/Recreation – Nick stated a new scoreboard has been installed at West Side Ball Park.
- Front Desk Supervisor/Rentals

**OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report.

**ADJOURNMENT:**

At 6:27 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Youngren to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

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Andrew D. Marti, President

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Brandon Nyman, Secretary