

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
JULY 16, 2021
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** Vice President Doug Emery called the meeting to order at 8:00 a.m.
- ROLL CALL:** The following members of the Board of Commissioners were present: Vice President Doug Emery and Secretary/Treasurer Mike Williams.
- The following members of the Board of Commissioners were absent: President Richard Rumsey
- Park Staff Present: Executive Director Blake Emery, Administrative Assistant Jill Marvel, and Maintenance Director TA Sullivan.
- Visitors Present: Ron Emery
- PUBLIC COMMENTS:** Blake Emery announced that the Harrisburg Township Park District (HTPD) was accepting public comment by email or written submission up to the start of the meeting at 8:00 AM on July 16, 2021. There were no written comments received and there was no one from the public present on the teleconference call.
- Blake Emery asked the members of the public present at the meeting if they had any comments. No one present requested to speak.
- CONSENT AGENDA:** Mike Williams made the motion to accept the June 18, 2021 meeting minutes and seconded by Doug Emery. All in favor 2-0 per voice vote.
- Mike Williams made the motion to accept the 6/18/2021 to 7/15/2021 bills and the June 2021 Unaudited Financial Reports and seconded by Doug Emery. All in favor 2-0 per voice vote.
- CLOSED SESSION:** Mike Williams made the motion to enter into closed session pursuant to 5 ILCS 120/2.06(d), semi-annual review of the minutes of all meetings of the Board that are presently closed to the public and seconded by Doug Emery. Roll Call vote was taken. Mike Williams – Yes; Doug Emery – Yes.
- At 8:04 AM the Board members and Executive Director Blake Emery went into the private Conference Room at the Park Office for the closed session while all others in attendance remained in the Community Room. At the conclusion of the closed session all Board members and Blake Emery returned to the Community Room.
- RECONVENE:** Vice President Doug Emery made the motion to reconvene the open meeting at 8:07a.m. and seconded by Mike Williams. Roll Call vote was taken. Mike Williams – Yes; Doug Emery – Yes. Mike Williams made the motion that pursuant to Open Meetings Act 5 ILCS 120/2.06(d), the Harrisburg Township Park District Board of Park Commissioners has met and reviewed the minutes of the January 15, 2021 meeting of the Board that is presently closed to the public and the Board hereby finds and declares that the minutes for that meeting no longer require confidential treatment and to approve the January 15, 2021

Closed Session Meeting Minutes and seconded by Doug Emery. All were in favor 2-0 per voice vote. Mike Williams made the motion to approve Resolution 2021-0716 and seconded by Doug Emery. All were in favor 2-0 per voice vote.

UNFINISHED BUSINESS:

- COVID-19** Blake Emery presented to the Board the current available information regarding COVID-19. We are currently in Phase 5 of the Restore Illinois Plan. There are no current updates to discuss. Blake Emery opened the meeting for discussion on any facilities that we need the current policy/decisions revisited. There was nothing further discussed.
- Beardsley Property** Blake Emery presented to the Board that there is a deed being circulated among all the parties with an interest in the property. Once that is in hand, Cathy Beardsley will be the sole Title of all the land, including the trailers.
- Church St Property** Blake Emery presented to the Board that he sent paperwork to Kotner Title. They said it could be several weeks before they can do the Title work.
- Pool Funds** Blake Emery presented to the Board that he did not need to transfer money from the Recreation Fund to the Pool Fund to cover Fiscal Year 2021 debt of the Pool Account. The Pool Account balance ended FY2021 positive. This will carry over as equity into the FY 2022 Pool Budget. This equity will be needed to cover expenses to fix the pool pump/motor that went out this week.

NEW BUSINESS:

- Bond Funds** Blake Emery presented to the Board the current availability of Bond Funds and what is anticipated to be spent. There is approximately \$47,595 in unused/undesignated funds.
- Bond Funds Beardsley** Blake Emery presented to the Board that there will need to be Bond Funds designated to cover the cost of any fees associated with the Beardsley Property purchase. This could include title/deed fees, attorney fees, etc. Mike Williams made the motion to approve designating Bond Funds towards the fees to purchase the Beardsley Property and seconded by Doug Emery. All in favor 2-0 per voice vote.
- Fiber Optic** Blake Emery presented to the Board that it would cost \$8 per foot plus conduit cost plus wiring cost. It is estimated to be approximately \$16,000 to \$17,000. There will be an annual savings of approximately \$2,500 for the Maintenance Department Phone/Internet bill. It would also connect into the Pool Building. Mike Williams made the motion to approve designating Bond Funds for the installation of conduit and wiring to connect the Maintenance Office and Pool to the Office Internet/Phone Network and seconded by Doug Emery. All in favor 2-0 per voice vote.
- Splash Pad** Blake Emery presented to the Board that he reached out to a splash pad company called Vortex. He is looking into potential costs to install a splash pad at the Pool. This is in the early stages right now just to get a cost estimate and decide if this is something the park wants to pursue in our next Bond. One option would be to convert the existing "baby pool" into a splashpad area. This topic was opened up for discussion. It was decided to discuss this potential project more when all Board Members are present and when discussing other potential uses for future Bond Project money.
- Electricity** Blake Emery presented to the Board that our current contract with Liberty Power Holdings expires in August. Their proposed rate will increase significantly because the park did not use enough energy during the past year. Blake Emery sought out other rates and IGS

offers the best rate. Blake Emery is seeking to lock into a 36 month rate at ~\$0.044 All-in Fixed Rate. Mike Williams made the motion to approve a 36 month contract with IGS for electricity and seconded by Doug Emery. All in favor 2-0 per voice vote.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 8:44 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

There was no unfinished business.

The IPRF Newsletter was handed out as a resource material. There were no other new topics brought up for discussion by the committee.

Adjourn

The Committee Meeting was adjourned at 8:46 a.m.

DIRECTOR REPORT:

Projects

The Soccer Complex Walking Path is completed and the Parking Lot is still under construction. It was discussed to go ahead and install fencing at the parking lot and spend additional money from Bond Fund as needed. Mike Williams made this motion and seconded by Doug Emery. All other project updates were discussed as part of the Maintenance Report.

HYA/SYSA

HYA Flag Football and SYSA Fall Soccer have started registrations.

Training

The Executive Director attended the following training opportunities: IAPD Webinar Over the Rainbow LGBTQ+ Ally 6/23/2021; IL Mandated Reporter Abused and Neglected Children 7/1/2021

The Executive Director Report was placed on file. See attached report.

REPORTS

Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

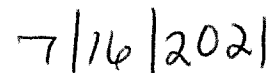
Blake Emery announced that the next regular board meeting is scheduled to be August 20, 2021 at 8:00 a.m. All were ok with the meeting date and time.

ADJOURNMENT

Doug Emery moved to adjourn, seconded by Mike Williams. All in favor 2-0. The meeting adjourned at 9:17 a.m.



Michael Williams, Secretary / Treasurer



Date Signed