

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
MARCH 20, 2026
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** 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: President Doug Emery, Vice President Raymond Gunning and Secretary/Treasurer Ron Emery
The following members of the Board of Commissioners were absent: None
Park Staff Present: Executive Director Blake Emery, Recreation Director Jill Marvel, Maintenance Director Ray Gould, and Maintenance Foreman Jacob Mills.
Park Staff Absent: Administrative Assistant Haley Sullivan
- Visitors Present: TA Sullivan
- 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 March 20, 2026. There were no written comments received and there was no one from the public present on the teleconference call. There was no one from the public present in attendance with a comment.
- CONSENT AGENDA:** Ron Emery made the motion to accept the February 20, 2026 meeting minutes and seconded by Raymond Gunning. All in favor 3-0 per voice vote.
- Raymond Gunning made the motion to accept the 2/17/2026 to 3/16/2026 bills and the February 2026 Unaudited Financial Reports and seconded by Doug Emery. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter into Closed Session.
- UNFINISHED BUSINESS:**
- 2022 Bond Funds Blake Emery presented to the Board the list of remaining designated Bond Fund projects for 2022 Series Bonds. The list of projects was discussed with updates given.
- 2025 Bond Funds Blake Emery presented to the Board the list of 2025 Bond Fund Projects. The list of projects was discussed with updates given.
- Pool Maintenance Blake Emery presented to the Board a proposal from Councilman-Hunsaker Aquatics out of St. Louis about a study for the pool. It was discussed to as to the benefits of the study and the cost implications of the study. Ron Emery made the motion to keep making fixes as needed and look into the financial side of paying for a study in the future and seconded by Raymond Gunning. All in favor 3-0 per voice vote.
- Bishop Property Blake Emery presented to the Board that Lewis and Clark is actively working on the property. The Bishop Family has agreed in writing to give the park and our contractor access to clear out the brush and small trees on the property. This is tentatively scheduled for April 13 to 17. Raymond Gunning made the motion to approve the clearing on the properties and seconded by Doug Emery. All in favor 3-0 per voice vote.

- Church of Christ Blake Emery presented to the Board that Church of Christ has some concerns about they might need some of the grass space for future expansion and the intended use of the property of the Park. Blake Emery presented a second proposal option to purchase roughly 1 acre at the north end of the property and divide the property with a fence. Raymond Gunning made the motion to approve an offer of in the range of \$7,000 to \$10,000 for the approximately 1 acre of property at the north end and seconded by Doug Emery. All in favor 3-0 per voice vote.
- Harrisburg Supply Blake Emery presented to the Board to keep this topic tabled until decisions are made regarding Church of Christ Property. Raymond Gunning made the motion to table the discussion of the Harrisburg Supply purchase and seconded by Doug Emery. All in favor 3-0 per voice vote.
- 830 W Poplar Blake Emery presented to the Board to keep this topic tabled until other property decisions are made near the Soccer Complex. Raymond Gunning made the motion to table the discussion of the 830 W Poplar Property and seconded by Ron Emery. All in favor 3-0 per voice vote.
- NEW BUSINESS:**
- Maintenance Facility Blake Emery presented to the Board the desire to name the Maintenance Facility in honor of TA Sullivan and what he has meant to the park over the past 25 year. Blake Emery made the recommendation to name the facility "T A Sullivan Maintenance Yard" and to have a large sign placed on the side of the Maintenance Building. Raymond Gunning made the motion to approve naming the maintenance facility as "T A Sullivan Maintenance Yard" and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Ordinance 2026-0320 Blake Emery presented to the board Ordinance 2026-0320 Ordinance Establishing Regulations for Commissioners' Electronic Attendance at Park Board Meetings. The only change to the previous version was adding one update (Sec 2 Item 1e) to allow military duty as a reason for electronic attendance. Raymond Gunning made the motion to approve Ordinance 2026-0320 Ordinance Establishing Regulations for Commissioners' Electronic Attendance at Park Board Meetings and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Soccer Prop. @ Ditch Blake Emery presented to the Board that Doug Hines has informed the park that he owns that property and would like the fence, sign, and culvert removed. Blake Emery has met with local counsel for discussion. He is checking to see if the Title Company missed something back in 2017 when the property was purchased from the Lions Club. There are two questions at hand: 1) the north/south strip of land that is east of the ditch and 2) the east/west roadway dedication easement for Logan St to access the north/south strip of land. Blake Emery commented that if we are unsure about having the east/west access then the north/south strip of land is of no worth pursuing. Raymond Gunning made the motion to approve asking Doug Hines to provide a new revised deed for the Park District land at no cost and seconded by Ron Emery. All in favor 3-0 per voice vote.
- 910 W Poplar Blake Emery presented to the Board that he reached out to Vertical Bridge (owner of the Tower Property adjacent to Soccer Complex) and they were willing to consider an offer for part of their land. They asked that purchase price and the elimination of tax burden as an expense they have operating the site be considered. Blake Emery also informed them that we would be willing to mow that property for them and completely remove that cost. Blake Emery checked with the Saline County Assessor and it was determined the tax burden would only be lessened by around \$150 to \$200 if we purchased 2 acres

of the site. Blake Emery presented a possible purchase layout of two separate 1 acre locations, one for parking (around 100 spaces) and one for additional green space. Ron Emery made the motion to approve and offer of \$15,000.00 for the approximately 2 acres and for the park district to mow the entire property and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

700 W South St Block Blake Emery presented to the Board that he was approached about part of the 700 Block of W South St being donated to the park. This has previously been discussed but there were stipulations to build on it. Those have now been removed and they are wanting to just donate the land as long as it is maintained by the park. There is a white house on the corner of Capitol/South St that has been abandoned and they are looking into getting it donated as well to be able to be demolished and make the area more appealing. Doug Emery made the motion to table this decision until more information is provided about what is going to happen with the house and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Egg Hunt / Kite Fly Blake Emery presented to the Board that the annual Easter Egg Hunt / Kite Fly Event will be Saturday April 4, 2026 at 1:00 PM at the Bill Rice Memorial Soccer Complex. Recreation Director Jill Marvel discussed more details during the Rec Report.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 9:31 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and Ray Gould. The following members were absent: Haley Sullivan

Blake Emery announced that the Maintenance Director Ray Gould is now a committee member replacing former Maintenance Director TA Sullivan.

Blake Emery announced that there has been some back and forth with SYSA on an Electronic Form for field inspections. It has been placed on hold until further notice while pros and cons are discussed among SYSA and the park.

There were no other new topics brought up for discussion by the committee.

Adjourn

The Committee Meeting was adjourned at 9:34 a.m.

DIRECTOR REPORT:

Worker Comp

Results of the Workers Comp Audit - \$808.00 in returned premium.

HHS Civics

Blake Emery gave a presentation on 3/5/26 regarding how the park operates as a local government unit.

Training

IDHR – FOIA Annual Training 2/23/26; OMA Annual Training 2/24/26; Mandated Reporter Training 2/23/26; Sexual Harassment Training 2/23/26.

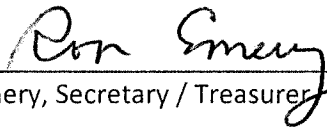
The Executive Director Report was placed on file. See attached report.

REPORTS

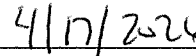
Jill Marvel presented the Recreation Report. Ray Gould presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS Blake Emery announced that the next regular board meeting is scheduled to be April 17, 2026 at 8:00 a.m. at the Park District Community Room.

ADJOURNMENT Raymond Gunning moved to adjourn and seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:45 a.m.



Ron Emery, Secretary / Treasurer



Date Signed