

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
APRIL 21, 2023
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Richard Rumsey called the meeting to order at 8:00 a.m.
- ROLL CALL:** The following members of the Board of Commissioners were present: President Richard Rumsey, Vice President Doug Emery, and Secretary/Treasurer Mike Williams.
- Park Staff Present: Executive Director Blake Emery and Maintenance Director TA Sullivan.
- Park Staff Absent: Administrative Assistant Jill Marvel
- Visitors Present: None
- LINCOLN ST SURVEY:** Blake Emery announced that per 50 ILCS 510 (Local Government Professional Services Selection Act) – the park is required for surveying services to select a firm based on a statement of interest and the surveying firm qualifications and rank the firms based on qualifications and then negotiate a contract with the highest ranked firm. Brown & Roberts submitted a Statement of Interest for the Lincoln Street Surveying Project. There were no other submissions. Mike Williams made the motion to approve selecting Brown & Roberts to perform the survey work and having Executive Director Blake Emery enter into contract negotiations and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- 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 April 21, 2023. There were no written comments received and there was no one from the public present on the teleconference call. There was no one physically present in attendance either.
- CONSENT AGENDA:** Mike Williams made the motion to accept the March 17, 2023 meeting minutes and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 3/17/2023 to 4/20/2023 bills and the March 2023 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:**
- COVID-19** Blake Emery presented to the Board the current available information regarding COVID-19. There have been no major changes to date. Blake Emery opened the meeting for discussion on any facilities that we need the current policy/decisions revisited. There was nothing further discussed.
- Bond Funds** Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. Nothing was discussed.

- Centerfield Lights** Blake Emery presented to the Board that on April 1 the right field light pole blew over during the strong storms. It has been submitted to insurance. Blake Emery recommended that the remaining 4 poles that are associated with the backstop at Centerfield be replaced immediately following the HHS Softball season. Looking Glass Enterprises did a light study on the facility and if upgrading to all LED lights only 2 of those 4 poles would need replaced. The cost for new poles and LED Lights would be \$46,600. The cost to replace the 4 existing poles and just reuse the existing lights would be \$20,000. Mike Williams made the motion to approve using 2022 Bond Funds to replace the existing 4 poles and reuse the existing lights at Centerfield and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- 2022 OSLAD Grant** Blake Emery presented to the Board that the concrete sidewalk work is completed and paid for. The bleachers are set to be assembled and installed at the large field. Blake Emery is coordinating with the playground manufacturer to ensure it is on scheduled for construction later this year.
- DCEO Skatepark Grant** Blake Emery presented to the Board that he checked in with DCEO and the grant is still in the review process and once the Notice of State Award is sent (currently being drafted), the park will have to accept in GATA. Then, once DCEO gets approval, they will begin to work with their accounting and legal team to create the executed grant agreement.
- 2024 OSLAD Grant** Blake Emery presented to the Board that the 2024 OSLAD Grant will be opening up in a couple months. Blake Emery presented a potential future layout development for Lincoln Street that would be split into two different grants (OSLAD & PARC) to fully develop the property. Blake Emery would like to start putting together some costs as well as develop a more detailed site plan to pursue the 2024 OSLAD Grant. Blake Emery would like to hold a Special Business Time at the May 19 Park Board Meeting to discuss this project, have public input, and formally approve moving forward with it for the OLSAD Grant Application. Richard Rumsey made the motion to approve moving forward with a Special Business Topic on the Agenda for the May 19, 2023 Board Meeting to discuss the 2024 OSLAD and a project to submit on and seconded by Mike Williams. All in favor 3-0 per voice vote.

NEW BUSINESS:

- Centerfield Agreement** Blake Emery presented to the Board that the School Board accepted the Centerfield Agreement and signed it at their last Board Meeting. Mike Williams made the motion to approve the Intergovernmental Agreement for Centerfield and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- Legislative Updates** Blake Emery passed out the current list of IAPD Legislative Updates. Once these items are officially put into law the Park will discuss them in more detail as needed.
- Local Gov. Efficiency** Blake Emery passed out a copy of the Local Government Efficiency Act. As recommended by IAPD, committee members will be selected at the May Park Board Meeting.
- 2023 Election** Blake Emery presented that the elected Board Members will take the oath of office at the May 19 Board Meeting. Blake Emery thanked Richard Rumsey for his 13 years of service on the Park Board and presented him with a plaque.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 8:43a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery and TA Sullivan. The following were absent: Jill Marvel

There was no old business discussed.

Blake Emery passed out IPRF Risk Reminders and the IPRF Newsletter.

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

Adjourn

The Committee Meeting was adjourned at 8:45 a.m.

DIRECTOR REPORT:

Projects

Projects were discussed as part of the Maintenance Report.

HYA / SYSA

HYA is currently having practices and SYSA is in Spring Travel Season.

2022 OSLAD

Blake Emery prepared Quarterly Progress Reports.

2024 OSLAD

Blake Emery prepared Project Development Ideas.

Strategic Planning

Blake Emery was asked be on the Harrisburg Unit 3 Strategic Planning Committee. He attended the first meeting on April 11, 2023.

IAPD Conference

Blake Emery will be attending the 2023 IAPD Legislative Conference in Springfield on May 3, 2023.

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

REPORTS

Blake Emery 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 May 19, 2023 at 8:00 a.m. at the Park Office Community Room.

ADJOURNMENT

Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 8:58 a.m.

Michael Williams

Michael Williams, Secretary / Treasurer

4/21/23

Date Signed