

**MEETING MINUTES  
HARRISBURG TOWNSHIP PARK DISTRICT  
SPECIAL BOARD MEETING  
SEPTEMBER 23, 2022  
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Richard Rumsey called the meeting to order at 8:03 a.m. immediately following the Public Hearing.
- 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, 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 September 23, 2022. There were no written comments received and there was no one from the public present on the teleconference call. No one in attendance from the public had any comments.
- CONSENT AGENDA:** Mike Williams made the motion to accept the August 19, 2022 meeting minutes and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 8/19/2022 to 9/22/2022 bills and the August 2022 Unaudited Financial Reports and seconded by Richard Rumsey. 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 were no updates. 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. Blake Emery presented there was a water line leak at the pool bathroom and he is requesting 2022 Bond Funds to cover the repair cost. Richard Rumsey made the motion to approve 2022 Bond Funds as needed to cover the repair cost of the water leak at the pool bathroom and seconded by Mike Williams. All in favor 3-0 per voice vote. Blake presented that as part of the Gaskins City sewer repairs, 4 cleanouts were installed and part of the handicap parking had to be removed and he is requesting 2022 Bond Funds to cover the concrete work to encase the cleanouts and repair the handicap parking. Mike Williams made the motion to approve 2022 Bond Funds as needed to cover the concrete work cost at Gaskins City due to the sewer line repairs and seconded by Doug Emery. All in favor 3-0 per voice vote.

- FY2022 Audit Blake Emery presented to the Board that he has submitted requested documents to the Auditor and they are in the process of reviewing the information. They will contact Blake Emery if they need any more information.
- 2022 OSLAD Blake Emery presented to the Board that he received Agreement No. OS-22-2192 and submitted it back to Illinois Department of Natural Resources on September 21, 2022. The agreement states the grant shall be effective October 1, 2022 and expire September 30, 2024. Blake Emery announced he had the full 43 page copy of the Agreement if anyone would like to see a copy of it.
- DCEO Grant Blake Emery presented to the Board that our application was assigned to a new grant manager and still has not been looked at yet.
- 830 W. Poplar St. Blake Emery presented to the Board that the property located at 830 W. Poplar Street would not be just deeded over. Blake Emery has been waiting for further information from the City of Harrisburg, but has been unable to get a response. Blake Emery will provide updates once received.

**NEW BUSINESS:**

- Ordinance 2022-0923 Blake Emery presented to the Board Ordinance 2022-0923 Budget and Appropriation Ordinance and Certification of Estimate of Revenue. This Ordinance was discussed during the previously held Public Hearing prior to the September Special Board Meeting. There was no further discussion. Mike Williams made the motion to approve Ordinance 2022-0923 Budget and Appropriation Ordinance and Certification of Estimate of Revenue and seconded by Richard Rumsey. All in favor 3-0 per voice vote. The Ordinance and Certification were signed and will be taken to the courthouse to be filed.
- 2023 Election Blake Emery presented to the Board the 2023 Board of Commissioners Election Notice. Blake Emery has put together candidate packets and they are available at the park office. Candidates for the office of Park Board of Commissioners can begin to circulate nominating petitions for signatures beginning September 20, 2022. The period for filing nominating papers runs from December 12 - 19, 2022. A notice will be placed on the park website, at the park office, and in the newspaper.
- NHCA Soccer Blake Emery presented to the Board the New Hope Christian Academy 2023 Soccer Contract. NHCA will utilize the Knights of Columbus Field at the Bill Rice Memorial Soccer Complex for their home games and practices for the 2023 SIMSS League. Mike Williams made the motion to approve the New Hope Christian Academy 2023 Soccer Contract and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

**RISK COMMITTEE:**

- Roll Call The Risk Management & Loss Control Committee Meeting was called to order 8:31 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and TA Sullivan.
- There was no old business to be discussed. Blake Emery discussed the IPRF Safety Committee Webinar he attended. No additional items of safety concern were brought up for discussion.
- Adjourn The Committee Meeting was adjourned at 8:33 a.m.

**DIRECTOR REPORT:**

Projects Projects were discussed as part of the Maintenance Report.

HYA / SYSA Blake Emery presented that SYSA and HYA continue to coordinate details to both use the Bill Rice Complex this fall. Soccer and Flag Football games have started.

Kiwanis Blake Emery presented updates on the Park at the Kiwanis Meeting on 8/24/2022.

Rotary Blake Emery presented updates on the Park at the Rotary Meeting on 9/19/2022.

IAPD Survey Blake Emery submitted the 2023/2024 IAPD Legislative Survey on 8/31/2022.

Courthouse Blake Emery filed the Tax Exemption for the Jehovah's Witnesses Property.

2023 OSLAD Blake Emery work on the 2023 OSLAD Grant Application and submitted on 9/14/2022.

Training The Executive Director attended the following training opportunities: IPRF Safety Committee Training Webinar on 9/7/2022 and IAPD Election Webinar on 9/14/2022

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 October 21, 2022 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. The meeting adjourned at 8:48 a.m.

*Michael Williams*

Michael Williams, Secretary / Treasurer

*9/23/22*

Date Signed