

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
AUGUST 18, 2023
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Mike Williams called the meeting to order at 8:00 a.m.
- ROLL CALL:** The following members of the Board of Commissioners were present: President Mike Williams, Vice President Doug Emery, and Secretary/Treasurer Ron Emery.
- Park Staff Present: Executive Director Blake Emery, Administrative Assistant Jill Marvel and Maintenance Director TA Sullivan.
Visitors Present: None
- 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 August 18, 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:** Ron Emery made the motion to accept the July 21, 2023 meeting minutes and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 7/21/2023 to 8/17/2023 bills and the July 2023 Unaudited Financial Reports and seconded by Ron Emery. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter into Closed Session.
- UNFINISHED BUSINESS:**
- Bond Funds** Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. Blake Emery presented the need to replace a pool filter valve and possibly install a canopy/top over the exposed pool filters. Mike Williams made the motion to approve using the previously designated 2022 Bond Funds Pool Repairs to install the filter valve and a canopy/top over the filters and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Centerfield Lights** Blake Emery presented to the Board that the right field pole still needs installed as part of the insurance claim for it.
- 2022 OSLAD Grant** Blake Emery presented to the Board that the playground equipment is on schedule to be delivered in September.
- DCEO Skatepark Grant** Blake Emery presented to the Board that the light poles are delivered and scheduled to be installed within the next couple weeks. It was discussed and agreed to have the timer for the lights shut off at 10:00 PM. The skatepark equipment is currently scheduled for September 22 for installation.
- Lincoln St Survey** Blake Emery presented to the Board that the City of Harrisburg approved the vacation of the alley on the Lincoln St property. Still waiting on the deed preparation.

823 W. Lincoln Blake Emery presented to the Board that he delivered a letter to the mailbox of the property owner asking to be contacted about a potential purchase but there has been no contact made yet.

FY2023 Audit Blake Emery presented to the Board that he has submitted all requested documents to the Auditor.

Pickleball Court Blake Emery presented to the Board that the addition to the pickleball courts will more than likely not happen until Spring 2024 as the installer is booked out for the remainder of this season. It was discussed to look into new backboards for the old basketball court as it would be a large project to totally remove the old goals and replace them.

IAPD Updates Blake Emery presented to the Board the list of IAPD Legislative updates for their review.

NEW BUSINESS:

Budget Ordinance Blake Emery presented to the Board the Preliminary Revised Fiscal Year July 2023 to June 2024 Budget and Appropriation Ordinance. At the conclusion of the meeting the Preliminary Budget & Appropriation Ordinance will remain available at the park office and on its website for public inspection. The public hearing will be held on September 22, 2023 at 8:00 AM at the Harrisburg Township Park District Community Room for formal acceptance of the Budget and Appropriation Ordinance. Blake Emery presented a couple minor revisions from the Preliminary Budget Presented in June based on receiving the Personal Property Replacement Tax (PPRT) estimate and the Saline County Tax Computation Report. The excess PPRT will once again be budgeted as Miscellaneous and any extra unused money from this will be placed in the Designated PPRT Fund at the end of Fiscal Year 2024. Ron Emery made the motion to approve the Preliminary Revised Budget and Appropriation Ordinance and to have it remain available for public inspection and seconded by Mike Williams. All in favor 3-0 per voice vote.

Special Meeting Blake Emery presented to the Board the need to move the regular September Board Meeting to the 22nd of September to allow for the 30 days of posting/comment on Budget and Appropriation Ordinance. A Public Hearing will be held prior to the Special Meeting to allow for comments on the Budget and Appropriation Ordinance. Ron Emery made the motion to have a Special Meeting on the 22nd of September to replace the Regular Scheduled Meeting on the 15th of September with a Public Hearing prior to the Special Meeting and seconded by Doug Emery. All in favor 3-0 per voice vote.

Ordinance 2023-0818 Blake Emery presented to the Board Ordinance 2023-0818 Ordinance Establishing Regulations for Commissioners' Electronic Attendance at Park Board Meetings. A previous version of this was approved on May 1, 2020. The presented Ordinance had one revision (Section Two, Item 1 (d)) allowing unexpected childcare obligations as a reason permitting electronic attendance. Mike Williams made the motion to approve Ordinance 20203-0818 and seconded by Doug Emery. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 8:39 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

The removal of the spinning playground toy at Gaskins City was discussed to be removed and installed at the time of the installation of the bleacher shade structures and to have a new piece of playground equipment ready to install at the same time.

There was no new business discussed and there were no other new topics brought up for discussion by the committee.

Adjourn The Committee Meeting was adjourned at 8:44 a.m.

DIRECTOR REPORT:

Projects Projects were discussed as part of the Maintenance Report.

HYA / SYSA Both programs are up and running their fall activities. It was discussed to have a Park Board Member and TA Sullivan attend an HYA and SYSA Meeting to discuss the potential of the park taking over the recreation programs and answer any questions.

Pool Ran smoothly for the year and it was closed down 1st week of August.

Efficiency Committee The first committee meeting is scheduled for October 20 at the conclusion of the regular Board Meeting that day.

Training Blake Emery attended the following training: IPRF: Job Hazard Analysis Webinar on 8/16/23.

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

REPORTS

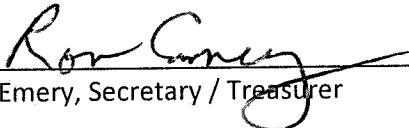
Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

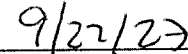
Blake Emery announced that a Public Hearing will be held at 8:00 AM prior to the September 22, 2023 Special Board Meeting for the purpose of allowing public comment on the FY July 2023 to June 2024 Budget & Appropriation Ordinance. The next regular board meeting is changed to be a Special Board Meeting on September 22, 2023 immediately following the Public Hearing.

ADJOURNMENT

Mike Williams moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:23 a.m.



Ron Emery, Secretary / Treasurer



Date Signed