

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
NOVEMBER 19, 2021
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: Jim Burroughs and 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 November 19, 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.
- BOARD REQUEST:** Blake Emery announced that Jim Burroughs put in a formal request to speak before the Board. The Request was distributed to the Board members. Jim Burroughs presented to the Board asking if they would consider eSports using GGLeagues as a park program. eSports is online gaming. Blake Emery distributed a handout from GGLeagues and has had several discussions with them. Jim Burroughs distributed a handout and informed the Board of the growing popularity of eSports and how it is now an official collegiate and high school sport. It was discussed that this proposal could be considered and placed as an Agenda item at the December Board Meeting.
- CONSENT AGENDA:** Richard Rumsey made the motion to accept the October 15, 2021 meeting minutes and the and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Richard Rumsey made the motion to accept the 10/8/2021 to 11/18/2021 bills and the October 2021 Unaudited Financial Reports and seconded by Mike Williams. 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 been changes to date. Updates to the Sports Policy do not affect outdoor sports. 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 that Kathy Beardsley is only able to sell 2 of the lots. The trailer lot she is not going to pay taxes anymore and will put no money into that lot. She does

not want to put money into another Title Company looking into the trailer lot. Blake Emery stated the Board needs to make a decision to move forward with purchasing the 2 lots and then try to purchase the trailer lot through bid process later or move away from considering these lots at all. Blake Emery recommended that if it is decided to purchase the 2 lots and take the risk on being able to get the trailer lot later, then a lower offer price should be made. \$25,000 for 1 Acre of land in this area of town is overpriced.

Blake Emery then opened this topic up for further discussion. It was discussed what would the potential uses of the property be without obtaining the 3rd Trailer Lot and overflow parking was mentioned. Mike Williams mentioned it could take up to 3 years to get the 3rd Trailer Lot through a Tax Deed. Mike Williams made the motion to offer \$19,000 for the two lots with clear title and Warranty Deed and traditional Buyer/Seller fees and seconded by Richard Rumsey. All in favor 3-0 per voice vote. Blake Emery will reach out to Kathy Beardsley with the offer.

HYA/SYSA Committee Blake Emery presented to the Board that the HYA/SYSA Committee Meeting took place on 11/16/2021. HYA presented to SYSA at the meeting a list of potential issues and solutions. The majority of the issues were agreed upon by both Boards. There is still a holdup on SYSA agreeing to getting their schedule completed in a timely manner to allow HYA to get its schedule out when they always have.

Resolution 2021-1119 Blake Emery presented to the Board Resolution 2021-1119 Resolution Establishing Affiliate Association Agreement. The Resolution identifies what is expected of an Affiliate Association and is required to be signed by all Boards (HTPD, SYSA, and HYA). Blake Emery distributed draft versions of this Resolution to both HYA and SYSA for their last Board Meetings. There were no comments received back from either Board. Richard Rumsey made the motion to approve Resolution 2021-1119 Resolution Establishing Affiliate Association Agreement and seconded by Mike Williams. All in favor 3-0 per voice vote.

NEW BUSINESS:

Levy Ordinance Blake Emery presented to the Board Ordinance 2021-1119 An Ordinance Levying the Taxes for the Harrisburg Township Park District, Saline County, Illinois for 2021. At the October 8, 2021, Board Meeting the Board approved an Estimate of Levy for 2021 received in 2022 is not to exceed 105% of the previous year tax base or levy amounts. The 2020 total extension of \$511,884.24 x 105% equals \$537,478.45. Mike Williams made the motion to accept Ordinance 2021-1119 An Ordinance Levying the Taxes for the Harrisburg Township Park District, Saline County, Illinois for 2021 and seconded by Richard Rumsey. All in favor 3-0 per voice vote. The Ordinance was signed and became effective November 19, 2021. The Truth in Taxation Certificate of Compliance and the Certificate of Secretary were included as part of the Levy Ordinance and were approved, signed, and sealed at this time. An official copy will be submitted to the Saline County Clerk's Office.

Annual Statement Blake Emery presented to the Board the Statement of Receipts and Disbursements for FY July 2020 through June 2021. This is the annual FY 2021 receipts and disbursements summary that needs to be approved and published in the newspaper. Mike Williams made the motion to approve the Statement of Receipts and Disbursements for FY July 2020 through June 2021 and seconded by Richard Rumsey. All in favor 3-0 per voice vote. The document was signed and will be submitted to the Saline County Clerk's Office and published in the Harrisburg Register newspaper.

2022 Meetings	Blake Emery asked the Board which dates and times would be the best for the 2022 Board of Commissioners Regularly scheduled meetings. It was discussed and agreed upon to continue with the third Friday of each month at 8:00 a.m. at the Harrisburg Park Office Community Room. Blake Emery will prepare the official document with all the calendar dates to be approved and signed at the December 17, 2021 Board Meeting.
Bond Debt	Blake Emery presented to the Board using designated Bond Project Funds to pay off Bond Debt due in December. The Bond Payment will be \$197,973.75. The money will be replaced into the checking account as soon as the park receives payments from Saline County. Richard Rumsey made the motion to approve using Bond Project Funds to pay off Bond debt and replace the money in the checking account when it is received from Saline County and seconded by Doug Emery. All in favor 3-0 per voice vote.
Info Security Policy	Blake Emery presented the current Information Security Policy to the Board for annual review. There were no comments on the document. Richard Rumsey made the motion to keep using the current version of the Information Security Policy and seconded by Doug Emery. All in favor 3-0 per voice vote.
Bond Projects	Blake Emery presented to the Board a list of potential projects to consider for use with the 2022 Bond Funds. Not all projects were discussed/approved at this time. See the attached list with comments.
RISK COMMITTEE:	
Roll Call	The Risk Management & Loss Control Committee Meeting was called to order 9:43 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery and TA Sullivan. The following members were absent: Jill Marvel
	There was no unfinished business.
	IPRF November/December Newsletter – This was distributed for information only.
	There were no other new topics brought up for discussion by the committee.
Adjourn	The Committee Meeting was adjourned at 9:45 a.m.
DIRECTOR REPORT:	
Projects	Gaskins City Playground / Sidewalk Access – Segler Concrete poured the first section of sidewalk to connect to the new playground. Fiber Optic Internet to Maintenance Building and Pool – Bryant Construction installed conduit from the Office to the Maintenance Building and to the Pool. All other project updates were discussed as part of the Maintenance Report.
Courthouse	Blake Emery filed the Annual Financial Report on 10/8/2021
Saline Co. Prop Tax	Received Installment Payment #1
Local Records	Blake Emery met with a representative from the Local Records Commission on 10/21/2021 to complete and file an annual Records Disposal Certificate. An approved Records Disposal Certificate from the Local Records Commission was received on 11/9/2021.
PCI	Annual PCI Compliance was completed on 11/3/2021

IPARKS IPARKS Site Visit was on 11/18/2021. There were no recommendations from IPARKS.

Director Evaluation Blake Emery passed out Executive Director Evaluation forms to the Board members.

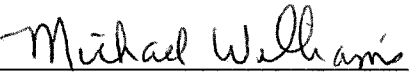
Training The Executive Director attended the following training opportunities: IPRA Webinar Vaccine Mandates & COVID Testing for Employees on 10/25/2021, IPRF Webinar Risk Management Center User Training on 11/16/2021.

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

REPORTS Blake Emery presented the Recreation Report. Blake Emery read a statement from Administrative Assistant Jill Marvel regarding frustrations over Soccer being unorganized and how it affects her job and the park. 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 for December 17, 2021 at 8:00 a.m.

ADJOURNMENT Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0. The meeting adjourned at 9:59 a.m.



Michael Williams, Secretary / Treasurer

11/19/2021

Date Signed

2022 Bond Fund Potential Projects

Available Money \$616,300.00

	Project	Notes	Cost Estimate	Comments	Approved
1	ADA Upgrades	Access/Sidewalks/Bathrooms/Signage	\$190,000.00		\$190,000.00
a	ADA Bleachers	5 to 6 sets	\$40,000.00	Yes	
b	Pool - Lift Chair	Allow Handicap Person to get in Pool	\$5,000.00	Yes	
c	Gaskins - ADA Path	Concession to Bathroom to Playground	\$20,000.00	Yes	
d	Gaskins - Handicap Parking		\$20,000.00	Yes	
e	Soccer - Finish ADA Path / OSLAD Match		\$50,000.00	Yes	
f	New Access Paths at Shelters/Playgrounds/Bleachers		\$25,000.00	Yes	
g	Random Small ADA Projects/Fixes	As they become needed	\$15,000.00	Yes	
h	Soccer Bathroom Upgrades	Convert to Single User ADA Compliant	\$7,500.00	Yes	
i	Community Room ADA Bathroom Upgrades		\$7,500.00	Yes	
2	Land Acquisitions / Development		\$60,000.00		\$60,000.00
a	Behind Jehovahs Witness Church	Additional Playing/Practice Area	\$10,000.00	Yes	
b	Other Miscellaneous Property	As they become available/needed	\$50,000.00	Yes	
3	Equipment		\$62,000.00		\$62,000.00
a	Mule		\$22,000.00	Yes	
b	72" Mower		\$16,000.00	Yes	
c	Stump Grinder for Skid Steer		\$11,000.00	Yes	
d	Aerator		\$13,000.00	Yes	
4	Mulch	3 Year Period	\$18,000.00	Yes	\$18,000.00
5	Dirt / Turface		\$10,000.00	Yes	\$10,000.00
6	Security Cameras		\$20,000.00	Yes	\$20,000.00
7	Oil & Chip Parking Lots		\$50,000.00	Table	\$50,000.00
a	Gibbs		\$15,000.00		
b	Shaw		\$10,000.00		
c	Patton		\$7,500.00		
d	Baker		\$5,500.00		
e	Gaskins - Mackies Lot		\$12,000.00		
8	Trees and Shrubs		\$10,000.00	Yes	\$10,000.00
9	Shelters		\$160,000.00	Table	
a	Tot-Lot		\$30,000.00		
b	Patton		\$70,000.00		
c	Centerfield		\$30,000.00		
d	Tennis Court		\$30,000.00		
10	Lighting		\$55,000.00		\$55,000.00
a	Tennis Court		\$25,000.00	Yes	
b	Multipurpose Court		\$30,000.00	Yes	
11	Dog Park		\$85,000.00	No	
	Fencing		\$35,000.00		
	Benches / Picnic Tables		\$5,000.00		
	Shelter		\$30,000.00		
	Concrete Pad / Sidewalk Access		\$8,000.00		
	Activities/Equipment/Signage		\$5,000.00		
	Electric/Water		\$2,000.00		
12	Playground Shade Structure - Tot Lot		\$25,000.00	Yes	\$25,000.00
13	Splashpad in Park	Not at Pool - Does not Reuse Water	\$50,000.00	No	
14	Grills		\$5,000.00	Yes	\$5,000.00
15	Pool Improvements/Repairs	As Needed Repairs	\$10,000.00	Yes	\$10,000.00
16	Sport Court Surface by Kiwanis Shelter	Basketball / Volleyball Tiles	\$15,000.00	No	
17	Gaskins City Fencing Field 2 & 3 & 5		\$40,000.00	No	
18	Gaskins Concession / Bathrooms	New Building and Bathrooms	\$125,000.00		
19	Bandstand Canopy		\$70,000.00		
20	Digital Sign - Park Office		\$30,000.00		
21	Gaga Ball Pit	Game that school playgrounds have	\$10,000.00		
22	New Pond Fountain by Patton Shelter	Other Fountain Broke	\$7,500.00		
23	Bleacher Shade Structures	Field 2 & 3 at Gaskins City	\$20,000.00		
24	Seal Walking Path		\$6,000.00		
25	Convert Bathrooms in Park to Single User Unisex	Will Discuss in more Detail			
		Total	\$1,107,500.00		\$515,000.00
	Bond Fees (King Financial)		\$15,400.00		\$15,400.00
			\$1,122,900.00		\$530,400.00
		Available	-\$506,600.00		\$85,900.00