

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
SPECIAL BOARD MEETING
SEPTEMBER 22, 2023
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Mike Williams called the meeting to order at 8:03 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 September 22, 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 August 18, 2023 meeting minutes and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 8/18/2023 to 9/21/2023 bills and the August 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:**
- Bond Funds** Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. Blake Emery presented the need to replace the spinning toy at the Gaskins City Playground. Ron Emery made the motion to approve 2022 Bond Funds to purchase and install a Volta Inclusive Spinner and seconded by Mike Williams. All in favor 3-0 per voice vote. Blake Emery presented a quote from Looking Glass Enterprise to install the bleacher shade canopy structures at Gaskins City. Mike Williams made the motion to approve 2022 Bond Funds to install the bleacher shade canopies at Gaskins City Complex and seconded by Doug Emery. All in favor 3-0 per voice vote.
- 2022 OSLAD Grant** Blake Emery presented to the Board that the playground equipment has started construction and should be finished within the next 3 to 4 weeks.
- DCEO Skatepark Grant** Blake Emery presented to the Board that the light poles have been installed and all lights are working. The skatepark equipment is scheduled to be delivered September 22 and installed the following week.
- Lincoln St Survey** Blake Emery presented to the Board that he is waiting on the attorney to finish the deed.
- 823 W. Lincoln** Blake Emery presented to the Board that he talked with the property owner. He is not ready to sell at this time but will contact the Park in the future if that changes.

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

NEW BUSINESS:

Ordinance 2023-0922 Blake Emery presented to the Board Ordinance 2023-0922 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 2023-0922 Budget and Appropriation Ordinance and Certification of Estimate of Revenue and seconded by Ron Emery. All in favor 3-0 per voice vote. The Ordinance and Certification were signed and will be taken to the courthouse to be filed.

Church of Christ Blake Emery presented to the Board that previously the Park had reached out to the Church of Christ to possibly purchase excess property to help expand the Soccer Complex. Blake Emery has reached out again to see if they would reconsider. The Park is still not interested in purchasing the building but only the land north of the building.

Rec Sports Program Blake Emery presented to the Board that he has met with both HYA and SYSA to discuss the potential of the Park running the recreational sports programs internally. Both Boards would like a Park Board Member and the Maintenance Director to attend their next meeting to go over Pros and Cons of this potential change. TA Sullivan is going to prepare a list of tasks that the Maintenance Department performs for HYA and SYSA. It is felt that HYA is open to this idea and SYSA has some reservations still.

Efficiency Committee Blake Emery presented to the Board that the first Local Government Efficiency Committee Meeting will be held on October 20, 2023 immediately following the Park Board Meeting but no earlier than 9:00 AM. Open Meetings Act Training will be needed for all committee members. Blake Emery passed out packets with meeting information.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 9:07 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

The IRPF Newsletter was distributed.

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 9:09 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. There have been some issues with SYSA providing the required insurance for usage of the Soccer Complex.

IMRF IMRF is starting a new reporting tool in October. Per IMRF, the first set of payments will be later than typical for the October Reporting and cannot be submitted until IMRF gives their approval to do so.

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: IMRF: Employer Access Training Webinar on 9/12/23.

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 the next regular board meeting is scheduled to be October 20, 2023 at 8:00 a.m. at the Park Office Community Room with the Local Government Efficiency Committee Meeting taking place immediately following but not before 9:00 AM.

ADJOURNMENT Mike Williams moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:42 a.m.



Ron Emery, Secretary / Treasurer

10/24/23

Date Signed