

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
AUGUST 16, 2024
8:00 AM HARRISBURG PARK OFFICE**



CALL TO ORDER: President Doug Emery called the meeting to order at 8:00 a.m.

ROLL CALL: The following members of the Board of Commissioners were present: President Doug Emery, Vice President Raymond Gunning, 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 16, 2024. 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 19, 2024 meeting minutes and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Ron Emery made the motion to accept the 7/16/2024 to 8/12/2024 bills and the July 2024 Unaudited Financial Reports and seconded by Raymond Gunning. 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 opportunity to make an offer for a piece of land directly behind the Church of Christ. The park has attempted several times to purchase this land. The new minister at the church is requesting a dollar amount to present to his elders. There are two options: 1) half the land and fence lines up with property line behind Jehovahs Witness ~ 1 Acre or 2) all the grass land behind Church of Christ ~ 2 Acres. Doug Emery made the motion to approve an offer of \$10,000 for the 2 acres and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Audit Blake Emery presented to the Board that there were no updates at this time.

NEW BUSINESS:

IMRF Audit Blake Emery presented to the Board that he submitted everything indicating the park would replenish the IMRF Fund from the salary expenses and he requested \$8,757.60 of the commingled funds remain in the Social Security breakout. IMRF response was, "We have reviewed the information and closed the finding. Your audit is complete." All funds were transferred with an effective date of July 1, 2024.

Budget FY2025	Blake Emery presented to the Board the Preliminary Revised Fiscal Year July 2024 to June 2025 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 20, 2024 at 8:00 AM at the Harrisburg Township Park District Community Room for formal acceptance of the Budget and Appropriation Ordinance. At the time of the preparation of the Preliminary Budget the Saline County Tax Computation Report and the Illinois Personal Property Replacement Tax Estimate were not complete or available and estimates assumed by HTPD were used for budgeting. Once the final reports are received, HTPD will properly adjust the Preliminary Budget prior to approval of the Final Budget. Raymond Gunning made the motion to approve the Preliminary Revised Budget and Appropriation Ordinance and to have it remain available for public inspection and seconded by Doug Emery. All in favor 3-0 per voice vote.
Public Hearing	Blake Emery presented to the Board that a Public Hearing will be held prior to the September Board Meeting to allow for comments on the Budget and Appropriation Ordinance. Raymond Gunning made the motion to approve a Public Hearing prior to the September Board Meeting and seconded by Doug Emery. All in favor 3-0 per voice vote.
Election	Blake Emery presented to the Board that candidates can begin to circulate nominating petitions beginning August 20, 2024 and can file nominating papers November 12 – 18, 2024. Harrisburg Township Park District will have two (2) Board of Commissioners seats to be filled at the April 1, 2025 Consolidated General Election. One Candidate elected will fill a four (4) year term expiring in April 2029. One Candidate elected will fill a two (2) year term expiring in April 2027 to fill the vacancy for a previously unexpired term. Candidate packets will be available at the Park Office starting Friday, August 16, 2024.
Weather Alerts	Blake Emery presented to the Board the option to receive weather alerts via a software system called Perry Weather. Blake Emery has been looking into this for quite some time. Now that the park receives safety and security levy funds we could pay the annual fee from those funds. Harrisburg School District just purchased a weather station from Perry Weather and it is located at Taylor Field. The park would be able to utilize the live data from this location instead of needing to purchase our own weather station. The software will give lightning updates and delays required before returning to playing as well as heat updates and recommendations. Spectators would have access to these delays. It was decided to Table this item until September Board Meeting and get more clarification on how the Weather Station use would work with the School District.
Shaw St Property	Blake Emery presented to the Board that he and TA Sullivan went to look at the former ambulance property located at 205 S Shaw St. In their opinion there is no use of the house/office area but the pole barn style building could be utilized. The owner was asking around \$150,000.00. This property could mainly be utilized as additional parking for Centerfield softball games and people using Shaw St Practice Facility. There was no motion to formally pursue this property at this time.
2025 Bond Details	Blake Emery presented to the Board that a Public Hearing will be held on the November 15 Board Meeting date. Will discuss potential projects in detail at the September and October board meetings.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 9:12 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

Blake Emery presented that 911 has approved use of the AED Case that requires an access code. The initial case will be installed at the Soccer Complex for this upcoming fall recreation sports season.

The IPRF Newsletter was distributed.

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

Adjourn

The Committee Meeting was adjourned at 9:15 a.m.

DIRECTOR REPORT:

Projects

Projects were discussed as part of the Maintenance Report.

SYSA

SYSA has started practices and will start games on September 3.

Pool

Closed down for season. Looking into getting a quote to paint the pool.

Learning Centers

This is a grant opportunity the School District is pursuing. They are seeking community partners to help provide services for community learning opportunities. Blake Emery wrote a letter of support from the Park District.

IAPD Grant Survey

Blake Emery completed this survey to provide feedback for future IAPD Grants.

Kiwanis

There was talk of Kiwanis pullout of the Radio Auction. Blake Emery was the guest speaker at the August 14, 2024 Kiwanis Meeting. He discussed the baseball/softball program as a whole and the desire for the Park District to keep the relationship and partnership with Kiwanis for this program.

Halloween Group

Jordan Patterson stopped by the Park Office and said there has been a group formed called "Halloween in the Burg". They are requesting to have a Halloween Festival throughout the Park. They are an informal group made up of community members. He said they envisioned having food vendor booths setup and vendor booths for persons/businesses to sell items to attract people. They were thinking a Friday night to pass out candy and Saturday for a Festival. It is the parks desire to keep festivals/events free without the need to buy food or items from vendors. It was recommended that this group reach out to the Fair about possibly teaming up with the Haunted Woods.

Training

Blake Emery attended the following training: IAPD Energy Efficiency Webinar on 8/7/2024.

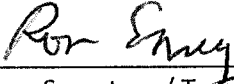
The Executive Director Report was placed on file. See attached report.

REPORTS

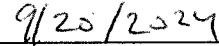
Blake Emery presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS Blake Emery announced that the next regular board meeting is scheduled to be September 20, 2024 at 8:00 a.m. at the Park Office Community Room. Public Hearing on September 20, 2024 at 8:00 AM at Harrisburg Park Office for the purpose of allowing public comment on the FY July 2024 to June 2025 Budget & Appropriation Ordinance.

ADJOURNMENT Raymond Gunning 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



Date Signed