

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
SPECIAL BOARD MEETING
JUNE 26, 2020
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, Administrative Assistant Jill Marvel, and Maintenance Director TA Sullivan.
- 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 June 26, 2020. There was no one from the public present or on the teleconference call. There were no comments received via email or written submission.
- CLOSED SESSION:** There was no motion to enter into closed session.
- SPECIAL BUSINESS:**
- Story Walk Blake Emery presented to the Board that the Harrisburg Public Library would like to partner with the park to bring a "Story Walk" to the park's walking path. They would like to try it for this summer and see if it is a success. The library would incur the costs. Richard Rumsey made the motion to approve the "Story Walk" along the park's walking path for this summer and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Bond Fund Blake Emery presented to the Board the need to designate Bond Funds for July 2020 through June 2021 for Maintenance Equipment and Park Improvement Purchases. Mike Williams made the motion to approve designating \$25,000 from the Bond Fund for Maintenance Equipment and Park Improvement Purchases that follow Bond Fund usage requirements and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- Budget Ordinance Blake Emery presented to the Board the Revised Preliminary Fiscal Year July 2020 to June 2021 Budget and Appropriation Ordinance. The revisions reflect the changes to the salaries that were requested at the initial presentation of the Ordinance on June 19, 2020. The budget and appropriations were discussed for each fund. At the conclusion of the meeting the Revised Preliminary Budget & Appropriation Ordinance will be made available at the park office and on it's website for public inspection for a minimum of 30 days. The public hearing will be held at a later date prior to formal acceptance of the Budget and Appropriation Ordinance. Mike Williams made the motion to approve the Revised Preliminary Budget and Appropriation Ordinance and to make it available for public inspection and approve the presented July 2020 to June 2021 salaries and start paying those rates in July 2020 and seconded by Doug Emery. All in favor 3-0 per voice vote.

COVID-19	<p>Blake Emery announced that the remainder of the Special Meeting is to assess the current COVID-19 circumstances and making decisions on the process of reopening park facilities. Concerns about the health and safety of patrons, employees, and all community members should be at the forefront of all the decisions. Information from the Restore Illinois Plan and from the insurance provider of the park (IPARKS) was used as valuable guidance in making decisions.</p> <p>The following decisions were made by the Park Board of Commissioners at the meeting.</p>
Park Pool	<p>Blake Emery presented to the Board that the pool operates under the guidance of the Illinois Department of Public Health (IDPH). At the time of the Special Park Board Meeting on June 26, 2020, the IDPH had only released their Phase 3 Guidance and Phase 4 Guidance was not available. The Phase 3 Guidance and financial consideration were discussed at the June 19, 2020 Regular Board Meeting. Mike Williams made the motion to keep the pool closed until Phase 4 Guidance is available and reconvene at that time to reevaluate and seconded by Richard Rumsey. All in favor 3-0 per voice vote.</p>
Playgrounds	<p>Blake Emery presented to the Board that the state has not given official recommendations or guidelines in regards to opening playgrounds yet. Executive Order 2020-38 still states that playgrounds are to remain closed. The insurance provider for the park (IPARKS) stated not to open playgrounds until there is proper guidance. Mike Williams made the motion to wait for state guidance regarding playgrounds before opening those facilities and seconded by Richard Rumsey. All in favor 3-0 per voice vote.</p>
Bathrooms	<p>Blake Emery presented to the Board that the need to open additional bathrooms with there being other facilities opened and more park use. It was discussed to open the bathroom at Kiwanis Shelter and the Pool from 8:00 AM to 3:00 PM each day with cleanings in the morning, midday, and end of the day. There should be a log kept of the cleanings. Mike Williams made the motion to open the Bathroom facilities at Kiwanis Shelter and the Pool from 8:00 AM to 3:00 PM each day with all other bathroom facilities remaining closed until further notice and seconded by Richard Rumsey. All in favor 3-0 per voice vote.</p>
Shelters	<p>Blake Emery presented to the Board that the Restore Illinois Plan Phase 4 calls for limiting gatherings of people to 50 or fewer with social distancing requirements. Mike Williams made the motion to allow use of the shelters for groups that comply with Restore Illinois Phase 4 Meetings and Social Events Guidelines and to resume shelter reservations with proper waivers signed and seconded by Richard Rumsey. All in favor 3-0 per voice vote.</p>
Fishing	<p>Blake Emery presented to the Board that fishing has gone well since the last meeting and sees no reason why it should change. Richard Rumsey made the motion to continue to allow fishing and seconded by Mike Williams. All in favor 3-0 per voice vote.</p>
Walking Path	<p>Blake Emery presented to the Board the guidance from Restore Illinois Plan for maintaining social distancing of 6 feet. Richard Rumsey made the motion to continue to allow use of the Drew Blair Walking Path as long as users follow social distancing requirements and seconded by Mike Williams. All in favor 3-0 per voice vote.</p>

Tennis/Pickleball	Blake Emery presented to the Board the guidance from Restore Illinois Plan Phase 4 for Tennis Facility and Player Safety Guidance. The gates for the facility will be opened and chained so they cannot be closed, thus limiting users from touching them. The benches will remain removed to limit users from congregating near each other. The guidance will be posted at the entrance to the facilities. No tennis lessons will be allowed at this time. Richard Rumsey made the motion to keep open the tennis courts and pickleball courts as long as users follow Restore Illinois Phase 4 Guidelines –Tennis Facility and Player Safety Guidance and seconded by Mike Williams. All in favor 3-0 per voice vote.
Basketball	Blake Emery represented to the Board that the basketball courts have been considered both a playground and a youth sports activity. It was discussed that basketball courts should still be considered a playground at this time and remained closed. Richard Rumsey made the motion to keep closed the basketball courts and seconded by Mike Williams. All in favor 3-0 per voice vote.
Fitness Programs	Blake Emery presented to the Board the guidance from Restore Illinois Plan Phase 4 Health & Fitness Guidelines. There is only enough room in the Community Room to allow for a maximum of 10 persons during fitness activities. Reservations would be needed with no walk-ins permitted. It was discussed that meeting cleaning requirements between classes and community room rentals could be burdensome at this time and it is preferred to resume fitness classes outdoors at the bandstand with capacity limited to 10 persons and reservations required. Mike Williams made the motion to resume fitness classes outside at the bandstand with maximum capacity of 10 persons and reservations needed and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
Office/Comm Rm	Blake Emery presented to the Board that with the need to take payment for shelter reservations and fitness classes and obtain waivers that the Office should open up to the public on Monday, June 29, 2020. Blake Emery explained the cleaning concerns of the Community Room and suggested that if it is rented there be proper time for cleaning during normal office hours before its next rental use. Mike Williams made the motion to open the Main Office to public during regular office hours and open the Community Room with limited availability to meet cleaning needs and seconded by Doug Emery. All in favor 3-0 per voice vote.
Athletic Fields	Blake Emery presented to the Board the guidance from Restore Illinois Plan Phase 4 Youth and Recreational Sports Guidelines. This would now allow for games. Face coverings and social distance of 6 ft are needed. Groups must be 50 or less. There are many spectator requirements as well. It was discussed that there are planned drainage improvements for Gibbs Field coming up and it would be best not to open it. It was discussed that Centerfield has an agreement with the school and Middle School Softball will be utilizing that facility at the end of July and it would be best not to open it until that time. Gaskins City was discussed that Field 4 would make the most sense to open for practices as it has the proper base lengths for the groups that are interested in practices right now. Mike Williams made the motion to keep closed Gaskins City Complex fields except Field 4 which would allow practices by reservation only as long as Restore Illinois Guidelines are followed and proper insurance is provided, and Centerfield and Gibbs Field would remain closed and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Shaw Street

Blake Emery presented to the Board the need to keep open the Shaw Street ("Practice Field") facility. This is an open area that can be used for many different types of recreation. It was discussed that organized team practice could resume at this facility. The facility would need to be rented, the team provide proper insurance requirements, and applicable Restore Illinois Guidelines followed. There would be no fee charged for the Shaw Street Rental. Mike Williams made the motion to have the Shaw Street "practice fields" facility remain open for use as an open space for general recreation purposes, but users should comply with all social distancing requirements and team practices will now be allowed at this facility by reservation only as long as Restore Illinois Guidelines are followed and proper insurance is provided and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

SYSA/HYA

Blake Emery presented to the Board that SYSA would like permission to have their Fall Soccer League and Michael Herrin Tournament. It was discussed and recommended that both SYSA, HYA, and any other organization that would like to play organized games at park facilities should prepare a plan to present to the Park Board that outlines how they will adhere to the applicable Restore Illinois Plan Guidance. Richard Rumsey made the motion to require a plan be presented to the Park Board prior to any organization playing games at park facilities until further notice and seconded by Mike Williams. All in favor 3-0 per voice vote. Blake Emery will notify SYSA and HYA of this requirement regarding their Fall Soccer and Fall Flag Football programs.

VBS

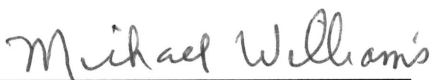
Blake Emery presented to the Board the previous discussion of First Baptist Church wanting to hold their Vacation Bible School (VBS) at the park. Blake Emery presented to the Board the newly issued Restore Illinois Guidance – Day Camps. It would limit group sizes to 15 person capacity. After discussion it was decided that the Day Camps Guidelines would be too restrictive to follow to have VBS at the park this year. Mike Williams made the motion to contact First Baptist Church and let them know that the Day Camps Guidelines would be too restrictive to follow and that it would not be possible at this time to have VBS at the park and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

ANNOUNCEMENTS

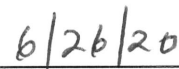
Blake Emery announced that the next regularly scheduled board meeting is July 17, 2020 at 8:00 a.m. All were ok with the meeting dates and times.

ADJOURNMENT

Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0. The meeting adjourned at 9:08 a.m.



Michael Williams, Secretary / Treasurer



Date Signed