

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
JULY 15, 2022
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
- 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 July 15, 2022. There were no written comments received and there was no one from the public present on the teleconference call. No one in attendance from the public had any comments.
- CONSENT AGENDA:** Richard Rumsey made the motion to accept the June 17, 2022 meeting minutes and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 6/17/2022 to 7/14/2022 bills and the June 2022 Unaudited Financial Reports and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- CLOSED SESSION:** Richard Rumsey made the motion to enter into closed session pursuant to 5 ILCS 120/2.06(d), semi-annual review of the minutes of all meetings of the Board that are presently closed to the public and seconded by Mike Williams. Roll Call vote was taken. Richard Rumsey – Yes; Mike Williams – Yes; Doug Emery – Yes.
- At 8:04 AM the Board members and Executive Director Blake Emery went into the private Conference Room at the Park Office for the closed session while all others in attendance remained in the Community Room. At the conclusion of the closed session all Board members and Blake Emery returned to the Community Room.
- RECONVENE:** President Richard Rumsey made the motion to reconvene the open meeting at 8:13 a.m. and seconded by Mike Williams. Roll Call vote was taken. Richard Rumsey – Yes; Mike Williams – Yes; Doug Emery – Yes. Mike Williams made the motion that pursuant to Open Meetings Act 5 ILCS 120/2.06(d), the Harrisburg Township Park District Board of Park Commissioners has met and reviewed the minutes of the January 21, 2022 meeting of the Board that is presently closed to the public and the Board hereby finds and declares that the minutes for that meeting no longer require confidential treatment and to approve the January 21, 2022 Closed Session Meeting Minutes and seconded by Richard Rumsey. Motion carried 3-0 per voice vote. Mike Williams made the motion to approve Resolution 2022-0715 Resolution Regarding Review and Release of Closed Session Minutes and seconded by Richard Rumsey. All were in favor 3-0 per voice vote. Resolution 2022-0715,

Resolution Regarding Review and Release of Closed Session Minutes was then signed by all Board Members effective July 15, 2022.

UNFINISHED BUSINESS:

- COVID-19** Blake Emery presented to the Board the current available information regarding COVID-19. There were no updates. Blake Emery opened the meeting for discussion on any facilities that we need the current policy/decisions revisited. There was nothing further discussed.
- Diefenbach Property** Blake Emery presented that the Diefenbach's did not accept the Park decision to keep the offer at \$10,000.00 for the purchase of the property. They will be fixing the property to rent it out again.
- Bond Funds** Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. Blake Emery mentioned that the \$15,000.00 designated toward the Diefenbach property purchase needs to be undesignated and returned to the General designation of Property Purchases. Blake Emery mentioned that the Jehovah's Church property has \$10,000.00 currently designated and will need up to \$1,000.00 more designated. Richard Rumsey made the motion to return the \$15,000.00 designated for the purchase of the Diefenbach property back to the General Property Purchases designation and to add an additional \$1,000.00 to the Jehovah's Church property designation and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Church Property** Blake Emery presented that the survey plat is completed and Jehovah's Witnesses has signed the purchase contract. Blake Emery met with Lewis & Clark Title on 7/14/22 and is in the process of getting a closing date set. Harrisburg Youth Athletics paid for the survey costs and will contribute \$2,200 towards the fence installation. The fence is required to be installed within 60 days of purchasing the property.
- Pool Funds** Blake Emery presented to the Board that the park did not need to transfer money from the General Fund to the Pool Fund to cover Fiscal Year 2022 debt of the Pool Account. The Pool Account balance ended FY2022 negative by \$51.81, but there was enough equity in the Pool Fund to cover this deficit.
- Resolution 2022-0715** Blake Emery presented to the Board Resolution 2022-0715 Resolution Establishing Salary Schedule. This was discussed at the May 2022 Board Meeting with a request to add a line stating that this resolution is to be looked at annually. Richard Rumsey made the motion to approve Resolution 2022-0715 Resolution Establishing Salary Schedule and seconded by Mike Williams. All in favor 3-0 per voice vote.
- FY2022 Audit** Blake Emery presented to the Board that he has been in contact with Hudgens & Meyer, LLC to perform the FY2022 Audit. The estimated cost of the Audit is \$7,500.00. Mike Williams made the motion to approve Hudgens & Meyer, LLC to perform the FY2022 Audit and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

NEW BUSINESS:

- Appropriation** Blake Emery presented to the Board there are a few categories in the Budget where spending has exceeded the appropriated amount and is seeking approval to amend the appropriations in those accounts. The accounts are: Maintenance Repairs/Supplies and Gas & Oil. Mike Williams made the motion to approve amending the appropriation

amounts to make up any insufficiency and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

IAPD Legislative Blake Emery presented the IAPD Legislative Updates. Blake Emery pointed out SB3789/Public Act 102-1088 which establishes the Decennial Committees on Local Government Efficiency Act and requires most units of local government to form a committee to study local efficiencies by June 10, 2023, and at least once every 10 years thereafter. The committee has 18 months to prepare the report. Blake Emery recommended that since the committee is comprised of all the Park Board Members that we wait until after the 2023 Board of Commissioners Election (2 Seats up for election) to form the committee.

NHCA Soccer Blake Emery presented to the Board that New Hope Christian Academy is going to have a soccer program next spring and is wanting to use the large field at the Bill Rice Complex for games and practices. They are asking what the rental price would be. It was discussed and determined that \$500 would be a reasonable contract amount. Blake Emery will reach out to NHCA to see if this is acceptable.

OSLAD Grant Blake Emery presented to the Board that Harrisburg Township Park District was selected as a Grant recipient in the amount of \$396,000.00. Richard Rumsey made the motion to approve accepting the OSLAD Grant and seconded by Mike Williams. All in favor 3-0 per voice vote. Formal Agreement papers should be executed by Fall 2022.

Blake Emery asked the Board if they would like to pursue the next OSLAD Grant. Some potential projects were discussed including a fitness obstacle course, splashpad, purchase additional property adjacent to soccer complex, or tennis court addition. The Board is in favor of pursuing the OSLAD Grant again next year. Blake Emery will start putting together some project proposal ideas. Doug Emery asked about outdoor shelters if they would qualify. Blake Emery will look into this.

1000 W. Church St. Blake Emery presented to the Board that Drew Blair contacted him asking if the park would be interested in purchasing the house at the corner of S Herbert St. and W Church St. (1000. W Church St.). Mike Williams made the motion to table until there is a selling price available from the seller and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 8:59a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and TA Sullivan.

There was no new or old business to be discussed. No additional items of safety concern were brought up for discussion.

Adjourn

The Committee Meeting was adjourned at 9:00 a.m.

DIRECTOR REPORT:

Projects

Projects were discussed as part of the Maintenance Report.

HYA / SYSA

Blake Emery presented that SYSA and HYA continue to coordinate details to both use the Bill Rice Complex this fall. They has a joint meeting on 7/12/22 to discuss scheduling.

IPARKS Blake Emery presented IPARKS issued a Refund Check in the amount of 10% of the Casualty Contribution for a total of \$1,774.29.

Training The Executive Director attended the following training opportunities: Safety Compliance Inspection Webinar on 6/21/2022


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.

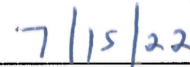
ANNOUNCEMENTS Blake Emery announced that the next regular board meeting is scheduled to be August 19, 2022 at 8:00 a.m. at the Park Office Community Room.

Mike Williams brought up a topic about the Bullfish Swim Team is currently asking the community for money and making it seem like the park does not support the swim team. Blake Emery replied that he as spoken directly with some concerned swim team parents/supporters and explained the park stance regarding the swim team and finances involved. Blake Emery has met with the Swim Team board in the past as well and asked them to be an Affiliate Organization of the park and they did not want to and did not want to raise any money to put back into the pool.

ADJOURNMENT Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0. The meeting adjourned at 9:22 a.m.



Michael Williams, Secretary / Treasurer



Date Signed