

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
OCTOBER 21, 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 October 21, 2022. There were no written comments received and there was no one from the public present on the teleconference call. There was no one from the public in attendance at the meeting.
- CONSENT AGENDA:** Mike Williams made the motion to accept the September 23, 2022 Public Hearing meeting minutes and the September 23, 2022 Special meeting minutes and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 9/ 23/2022 to 10/20/2022 bills and the September 2022 Unaudited Financial Reports and seconded by Richard Rumsey. 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 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.
- Bond Funds Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. Richard Rumsey made the motion to approve designating Bond Funds for updates/repairs to the path lights at the Gaskins City Complex and seconded by Doug Emery. All in favor 3-0 per voice vote.
- FY2022 Audit Blake Emery presented to the Board that he has continued to submit required documents needed for the Audit. The Audit is on schedule to be completed in late October. Its findings will be presented at the November Board Meeting for approval along with the Annual Financial Report (AFR).
- OSLAD 2022 Blake Emery presented to the Board he is waiting to receive the executed Agreement from IDNR. The Comptroller is beginning to obligate the Grant Awards. Advance payments will begin processing and will take 4-6 weeks to process the check. HTPD will

receive 2 payments, one for the advance payment and one for the final billing once the project is complete.

NEW BUSINESS:

Estimate of Levy Blake Emery presented to the Board Resolution 2022-1021 Establishing Estimate of Tax Levy for 2022. The assumptions used for the 2022 tax levy for revenues to be received in 2023 is not to exceed 105% of the previous year tax base or levy amounts. The 2021 total extension of \$532,235.37 x 105% equals \$558,847.14. Since the Estimate of Tax Levy for 2022 (\$545,897.00) is not greater than 105% of the preceding year's extension, a public hearing is not required. It was discussed that in order to help lessen the burden on the tax payers, the Police/Security Fund would be removed from the levy and replaced by the Audit Fund. Also, there would be no increase in the levy amounts for the following funds: Social Security, IMRF, and Insurance. Mike Williams made the motion to approve Resolution 2022-1021 Establishing Estimate of Tax Levy for 2022 and seconded by Doug Emery. All in favor 3-0 per voice vote. The Resolution was signed and will be placed on the website.

Centerfield Softball Blake Emery presented to the Board that he was approached by Harrisburg School Board Member Kevin Dowdy about potentially constructing a building at Centerfield for the HHS and HMS Softball programs. This building would house an indoor batting cage and warmup area. This has not been brought before the School Board yet as he was wanting to see what the Park District's thoughts were. It was discussed that in order for this to proceed the School Board would need to agree to the following: i) pay for all the construction costs of the building as it will only benefit the school teams; ii) sign a new long term lease agreement for Centerfield showing they are committed to using this facility; iii) consider what the monthly utility costs would be and as part of the agreement and pay a utility fee. Mike Williams made a motion to Table this item until the School Board bring a proposal to the Park Board for the consideration of a Building for the Softball Program and seconded by Doug Emery. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 8:35 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and TA Sullivan.

There was no old business to be discussed. Blake Emery distributed the IPRF Newsletter, the HURT Alert Newsletter, and the IPARKS Newsletter. No additional items of safety concern were brought up for discussion.

Adjourn The Committee Meeting was adjourned at 8:38 a.m.

DIRECTOR REPORT:

Projects Projects were discussed as part of the Maintenance Report.

HYA / SYSA Blake Emery presented that SYSA Fall Rec League and HYA Flag Football have concluded their seasons. SYSA is currently playing travel soccer and preparing for the Michael Herrin Tournament. There were no issues/concerns over the two programs both participating at the Soccer Complex.

Courthouse Blake Emery filed the Budget and Appropriation Ordinance at the Courthouse on 9/23/22.

OSLAD Blake Emery has been working to prepare Bid Documents for the 2022 OSLAD project.

Training The Executive Director attended the following training opportunities: Park District Immunity and Liability Considerations for the Fall & Winter Seasons Webinar on 10/20/2022

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 November 18, 2022 at 8:00 a.m. at the Park Office Community Room. All were ok with the meeting date and time.

ADJOURNMENT Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0. The meeting adjourned at 8:52 a.m.

Michael Williams
Michael Williams, Secretary / Treasurer

10/21/22
Date Signed