

**MEETING MINUTES  
HARRISBURG TOWNSHIP PARK DISTRICT  
REGULAR BOARD MEETING  
AUGUST 19, 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 and Maintenance Director TA Sullivan

Park Staff Absent: Administrative Assistant Jill Marvel,

Visitors Present: Ron Emery

**SPECIAL TOPIC - OSLAD**

**Herbert St Project**

Blake Emery presented the Herbert St Recreation Improvements Project. It would involve: Replace Patton Shelter and add ADA Parking and access to the walking path. Add access to playground at Baker Shelter from walking path and from the shelter and add ADA parking. Construct SportCourt across the street from Baker with sidewalk access. Sportcourt would be for half basketball court and futsal (street soccer). Grass volleyball court would be relocated adjacent to the court. Existing basketball court would be enlarged and renovated into a multipurpose sport court featuring tennis, volleyball, pickleball and 4 square and would have access to the walking path and new ADA parking. The focus on this project is to develop the recreation opportunities on Herbert Street adjacent to our heavily used shelters of Patton, Baker, and Kiwanis and provide ADA upgrades to these facilities.

**Fitness Course**

Blake Emery presented the Fitness Obstacle Course Project. It would involve: A fitness obstacle course, a shade canopy over the existing fitness equipment, sidewalk access, ADA parking, and landscaping with some trees to block the maintenance yard. It would focus on the importance of free exercise opportunities at the park and ADA access to the facility. The park previously tried to get a National Fitness Campaign Grant to develop more fitness opportunities.

**Public Comments**

Blake Emery read aloud a letter from SYSA Board Member Nathan Langford in support of providing sport courts, especially a futsal court. Blake Emery mentioned that Jerry King, an active Pickleball Player and fitness activist in the community, came in to discuss both projects and he was in favor of both projects. Visitor Present – Ron Emery – mentioned both are “good projects”.

**Choose Project**

It was discussed among the board and felt that the Herbert St Recreation Improvement project would benefit the park and the community the most. Mike Williams made the motion to approve moving forward with the Herbert St Recreation Improvement Project for the 2023 OSLAD Grant Application and seconded by Richard Rumsey. All in favor 3-0 per voice vote. OSLAD Forms OS/DOC-2A and OS/DOC-3 were signed in support of the project.

**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 19, 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:** Mike Williams made the motion to accept the July 15, 2022 meeting minutes and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Mike Williams made the motion to accept the 7/15/2022 to 8/18/2022 bills and the July 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. Nothing was discussed.

**Church Property** Blake Emery presented that the closing for the Jehovah's Witnesses property was on August 15, 2022. Blake Emery has contacted the fence contractor to get the fence installed per the purchase agreement.

**FY2022 Audit** Blake Emery presented to the Board that he as started submitted requested documents to the Auditor and they are in the process of reviewing the information. They will contact Blake Emery if they need any more information.

**1000 W. Church St.** Blake Emery presented to the Board that the asking price would be around \$30,000.00 for the property located at 1000 W. Church Street. It was discussed and there was no motion to pursue purchasing this property.

**NEW BUSINESS:**

**Special Meeting** Blake Emery presented to the Board the need to move the regular September Board Meeting to the 23<sup>rd</sup> of September. There will need to be a Public Hearing on the Budget and Secretary Mike Williams will be out of town on the 16<sup>th</sup>. Many documents will need signed from the Public Hearing. Richard Rumsey made the motion to have a Special Meeting on the 23<sup>rd</sup> of September to replace the Regular Scheduled Meeting on the 16<sup>th</sup> of September and seconded by Doug Emery. All in favor 3-0 per voice vote.

**2022 OSLAD** Blake Emery presented to the Board the Notice of State Award (NOSA) for the 2022 OSLAD Grant. This is the first step towards getting started with the grant. Richard Rumsey made the motion to approve the NOSA and seconded by Mike Williams. All in favor 3-0 per voice vote.

Bank Account	Blake Emery presented to the Board that the OSLAD Grant requires the grant money to be deposited in an interest earning account. Mike Williams made the motion to approve Resolution 2022-0819 Resolution Establishing Authorization for OSLAD Bank Account and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
BullFish Swim Team	Blake Emery presented to the Board that he met with the new Bullfish Swim Team Board. They are wanting to be proactive in fundraising and improving their program. They are trying to become more organized. They are in agreement to help put money back into the park pool if they are able to solicit advertisement/sponsors at the park pool. Blake Emery told them this would be acceptable as long as they discuss their advertisement plans with him first. The Board was in agreement.
Christmas Event	Blake Emery presented to the Board that he met with Alex Watkins and Terri Jenkins on Tuesday August 16, 2022 to discuss a potential Christmas Event sponsored by the City of Harrisburg. It would not happen in 2022 but start up in 2023 and they would like to have it at the park. The event would be where organizations get a designated area along the walking path to setup and decorate and people can come walk through the park and see the decorations. All proceeds would be donated to a designated organization. It would be the first Saturday in December 2023. Blake Emery discussed this with the park insurance provider and they see no issues with an event like this. Richard Rumsey made the motion to approve use of the park for the 2023 Christmas Event and seconded by Mike Williams. All in favor 3-0 per voice vote.
830 W. Poplar St.	Blake Emery presented to the Board that the City of Harrisburg has a lien on 830 W. Poplar Street and has the ability to obtain the deed to the property. This is the old vet clinic across the street from the Park Office. The City of Harrisburg is willing to go through the process to obtain the deed and then transfer the deed to the park if we are interested. Mike Williams made the motion to approve the park pursuing the deed for 830 W. Poplar Street and seconded by Doug Emery. All in favor 3-0 per voice vote. Blake Emery will reach out to see what type of Agreement needs to be put in place.
IAPD Legislative Survey	Blake Emery presented to the Board the 2023-2024 IAPD Legislative Survey and asked for any input that Board Members would like shown in the survey responses. Richard Rumsey commented and said he was fine with Blake Emery completing the survey as needed. Doug Emery asked a question about Drone Policy and Blake Emery will look into this topic more.
Budget Ordinance	Blake Emery presented to the Board the Preliminary Revised Fiscal Year July 2022 to June 2023 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 23, 2022 at 8:00 AM at the Harrisburg Township Park District Community Room for formal acceptance of the Budget and Appropriation Ordinance. Blake Emery presented a couple minor revisions from the Preliminary Budget Presented in June. The state has now informed the park that we will be receiving approximately \$131,732 in Personal Property Replacement Tax Money. Once again this number is significantly larger than the historic numbers. Blake Emery does not want to make major changes to the budget for what is still considered to be an anomaly in revenue from this source. His plan is to proceed with the typical budgeting and place any extra money from this PPRT in a Miscellaneous Budget Item. At the end of the 2023 FY the park can decide how to utilize this money if it is needed to cover other budget expenses or the park can add it to the money that was designated from the excess PPRT from FY 2022. This would give the park a significant

amount of designated money to put towards a very nice project. Mike Williams made the motion to approve the Preliminary Revised Budget and Appropriation Ordinance and to have it remain available for public inspection 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 9:13 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery and TA Sullivan. Members Absent: Jill Marvel

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

Adjourn

The Committee Meeting was adjourned at 9:15 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. SYSA Practices have started and HYA Flag Football teams will be picked this weekend.

Swim Team

Blake Emery has met with the Swim Team and provided them with documents to help get their organization more organized.

OSLAD

Blake Emery has been working hard to prepare the Grant Application for the 2023 OSLAD Grant Application.

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**

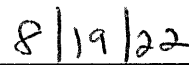
Blake Emery announced that a Public Hearing will be held at 8:00 AM prior to the September 23, 2022 Special Board Meeting for the purpose of allowing public comment on the FY July 2021 to June 2022 Budget & Appropriation Ordinance. The next regular board meeting is changed to be a Special Board Meeting on September 23, 2022 immediately following the Public Hearing. 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 9:32 a.m.



Michael Williams, Secretary / Treasurer



Date Signed