

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
MAY 19, 2023
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** Vice 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: Vice President Doug Emery, Secretary/Treasurer Mike Williams, and newly elected member Ron Emery.
- Park Staff Present: Executive Director Blake Emery and Maintenance Director TA Sullivan.
- Park Staff Absent: Administrative Assistant Jill Marvel
- Visitors Present: None
- ELECTION 2023:**
- Canvass of Votes Certificate of Election Blake Emery presented to the Board the April 4, 2023 Election Canvass of Votes. Mike Williams made the motion to accept the April 4, 2023 Election Abstract of Votes and Certificate of Election and officially elect Michael W. Williams and Ronald P. Emery for a four year term to the Harrisburg Township Park District seconded by Doug Emery. All in favor 2-0 per voice vote.
- Oath of Office Board Vice President Doug Emery administered the Oath of Office for Mike Williams and Ron Emery and all signed the Oath of Office and it became effective May 19, 2023.
- Officers Doug Emery made the motion of officers as follows: Mike Williams – President, Doug Emery – Vice President, and Ron Emery – Secretary/Treasurer and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Orientation Blake Emery presented to the Board the IAPD Creed and Harrisburg Park Board Member Responsibilities. These are just helpful documents for Board Members to review. Ron Emery will need to complete the Open Meetings Act Training. Mike Williams has completed it in previous election.
- SPECIAL TOPIC - OSLAD**
- Lincoln St Project Blake Emery presented the Lincoln St Recreation Improvements Project with a proposed site Plan. The project would be split into two different grants (OSLAD & PARC) to fully develop the property. Blake Emery put together some costs to potentially pursue the 2024 OSLAD Grant. Approximate cost would be around \$400,000.00.
- Public Comments There was no one present from the public and no public comments were received.
- Choose Project Blake Emery presented a Letter from IDNR. They will require a Floodplain engineering study as well as a formal application submittal with a fee of \$3,130 for them to review the application. There are some other issues we are coming across during the survey/plat process that include a major gas line running across the property through the city owned alley and finding the deed for two of the properties purchased from 2F Inc. With the many issues still at hand regarding this site and the strict requirements that IDNR is requiring for this location, Blake Emery recommends not to proceed with the OSLAD

Grant Application at the Lincoln Street Property site at this time and consider this again in the future once we have had some time to fully look into what is needed from us to complete an application that has a chance to be awarded an OSLAD or PARC Grant at this site.

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 May 19, 2023. 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.

Rubber Mulch Blake Emery presented an email with concerns over the use of Rubber Mulch in the playgrounds and the safety of its use for the community. Blake Emery responded to the email with studies showing that the concerns presented have been considered and evaluated by rubber mulch manufacturers and are within the safety standards.

CONSENT AGENDA: Mike Williams made the motion to accept the April 21, 2023 meeting minutes and seconded by Doug Emery. All in favor 2-0 per voice vote. Ron Emery abstained as he was not an elected Board Member during the April Meeting.

Ron Emery made the motion to accept the 4/21/2023 to 5/18/2023 bills and the April 2023 Unaudited Financial Reports and seconded by Mike Williams. 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. Blake Emery presented that the state's public health emergency ended on May 11, 2023. On April 28, the Governor issued his final COVID-19-related Disaster Proclamation and Executive Order providing that both will expire Thursday, May 11. The COVID-19 Agenda item will be removed from our future Board Meeting Agendas.

Bond Funds Blake Emery presented to the Board the opportunity to discuss any Bond Fund Designations and future projects. Blake Emery presented the need for Temporary Fencing for Maintenance/Construction Needs and use for Playground construction at soccer complex at cost of \$5,415. It was going to cost \$4,800 just to rent a temporary fencing product. Blake Emery presented the need for a Self-Propelled Airless Striper at a cost of \$4,664. We are striping the soccer fields and ball fields more frequently. Mike Williams made the motion to approve designating 2022 Bond Funds towards the purchase of temporary fencing and a self-propelled airless striper and seconded by Ron Emery. All in favor 3-0 per voice vote.

Centerfield Lights Blake Emery presented to the Board that we are still waiting on insurance approval for the work at Centerfield for the light pole that fell down. Plan to replace the other 4 poles this summer before Middle School Season starts.

2022 OSLAD Grant Blake Emery presented to the Board that the bleachers are being installed currently. The Temporary Fence need was mentioned earlier for construction purposes of the playground and the playground equipment is on schedule to be delivered in September.

DCEO Skatepark Grant Blake Emery presented to the Board the Notice of State Award (NOSA). Still waiting on executed Agreement.

Lincoln St Survey Blake Emery presented to the Board that the gas line in the alley will require a permanent easement if we can get the alley vacated over from the city. Still looking into the Deeds for the properties that were purchased from 2F Inc. Surveyors have started their work.

NEW BUSINESS:

Legislative Updates Blake Emery passed out the current list of IAPD Legislative Updates. Four IAPD Platforms Bills are currently headed to the Governor to be signed into Law. May 19 is the last day of legislative session. Will have more updates in the next couple of meetings as to which new laws will affect parks.

819 W Lincoln Blake Emery presented to the Board the potential property purchase at 819 W. Lincoln Street. The purchase price would be \$5000.00. This property could serve as parking or be developed with the adjacent Lincoln St Properties. Mike Williams made the motion to approve making an offer of \$5,000.00 to purchase 819 W. Lincoln St. and seconded by Doug Emery. All in favor 3-0 per voice vote.

823 W Lincoln Blake Emery presented to the Board the potential property purchase at 823 W. Lincoln Street if the purchase of 819 W. Lincoln Street is completed. It was agreed to reach out to the property owner and see if they are interested in selling the property and if so what the asking price would be. Blake Emery will report back to the Board with more information.

Local Gov. Efficiency Blake Emery presented to the Board Resolution 2023-0519 A Resolution Forming a Committee on Local Government Efficiency. It was discussed and agreed upon to add Martin Rowe and Becky Williams as the two resident members of the committee. Ron Emery made the motion to approve Resolution 023-0159 and seconded by Mike Williams. All in favor 3-0 per voice vote. Blake Emery will submit the Resolution to the Saline County Board. Blake Emery will work towards preparing the information to have the first committee meeting in the upcoming months.

FY2023 Audit Blake Emery presented to the Board that Kim Meyer made a proposal of \$7,000.00 to perform the Annual Audit again for the Park District. Mike Williams made the motion to approve Kim Meyer to perform the audit and seconded by Ron Emery. All in favor 3-0 per voice vote.

Kids Fishing Derby Blake Emery presented to the Board that Senator Fowler is considering having a Kids Fishing Derby at the park lagoon. All were in favor of this event.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 9:06 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery and TA Sullivan. The following were absent: Jill Marvel

There was no old business discussed.

Blake Emery passed out the IPRF Newsletter.

Blake Emery brought up an injury that happened at the Gaskins City Playground on 5/5/23 on the spinning toy by the concession stand playground. A girl was swung off of the equipment and landed awkwardly and broke her lower leg. Blake Emery was present that night and offered to call 911 and the parent refused and wanted to drive her directly themselves to the hospital. Per surveillance video, the girl was using the equipment correctly and hanging correctly. However, it has been observed (in person and via surveillance video) that there seems to be consistent incorrect use of kids using this equipment (climbing on top while spinning, hanging upside down while spinning) and it would be in the best interest of safety to remove this equipment and replace it with another option. All were in favor of this.

There were no other new topics brought up for discussion by the committee.

Adjourn

The Committee Meeting was adjourned at 9:20 a.m.

DIRECTOR REPORT:

Projects

Projects were discussed as part of the Maintenance Report.

HYA / SYSA

HYA is currently having games with only 2 rainouts so far and SYSA is in Spring Travel Season and Fall Rec Season registration has begun.

IPARKS

Blake Emery met with Nathan Ashby on 4/25/23 to renew the policy with IPARKS.

IAPD Conference

Blake Emery will be attended the 2023 IAPD Legislative Conference in Springfield on May 3, 2023.

Training

Blake Emery attended the following training: IPRF Emergency Preparedness Development Webinar on 5/2/2023; IMRF Rate Meeting Webinar on 5/9/2023; and SportsEngine Automate your Season Webinar on 5/9/2023.

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 June 16, 2023 at 8:00 a.m. at the Park Office Community Room.

ADJOURNMENT

Mike Williams moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:43 a.m.



Ron Emery, Secretary / Treasurer



Date Signed