

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
MARCH 19, 2021
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 March 19, 2021. 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 present at the meeting.
- CONSENT AGENDA:** Richard Rumsey made the motion to accept the February 19, 2021 meeting minutes and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Mike Williams made the motion to accept the 2/19/2021 to 3/18/2021 bills and the February 2021 Unaudited Financial Reports and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter closed session.
- UNFINISHED BUSINESS:**
- COVID-19** Blake Emery presented to the Board the current available information regarding COVID-19. We are currently in Phase 4 of the Restore Illinois Plan. There were recent updates on March 18, 2021 developing a "Bridge" plan between Phase 4 and Phase 5. There is nothing in it that has a negative impact on the park. Blake Emery opened the meeting for discussion on any facilities that we need the current policy/decisions revisited. There was nothing further discussed.
- Soccer Parking** Blake Emery presented to the Board that he met with the SYSA Board and the HYA Board and both were in agreement that the soccer parking layout and field concept was in the best interest of the park. SYSA agreed to designate \$10,000 towards construction of the parking lot.
- Beardsley Property** Blake Emery presented to the Board that he has not been contacted by anyone regarding purchasing the Beardsley Property. Richard Rumsey stated that he has talked with Bruce Tolley and told him to contact Blake Emery to move forward with any negotiations.
- NEW BUSINESS:**
- Trash Service** Blake Emery presented to the Board that PSD submitted a quote to provide trash service to the park. The cost would be \$125/week for a 6 yd dumpster with once a week pickup.

Currently we pay Bulldog \$160/week for a 6 yd dumpster with once a week pickup. There would be no contracts associated with switching. It was discussed that PSD is not a Harrisburg based company (office located in Carrier Mills). Mike Williams said we are a local government of Harrisburg Township and he does not think we should end services with a Harrisburg based company if we do not have any complaints about them. Mike Williams made the motion to approve staying with Bulldog for waste service needs and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Running Club

Blake Emery presented to the Board that Heidi Flannery and Lindsey Atkins would like to have the Kids Running Club again this summer. They would like to use Taylor Field Track instead of the park walking path. The school district would require us to complete a Request to Use School Facilities. The question of insurance and liability was brought up. Blake Emery will reach out to Williams & Associates to check on the coverage. Mike Williams made the motion to approve the Running Club using Taylor Field Track after confirmation of coverage is received from the insurance provider and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Dodge Durango

Blake Emery presented to the Board that the 2000 Dodge Durango does not get used and is in need of constant repairs when it does get used. It is recommended to take bids for selling the Durango. Richard Rumsey made the motion to approve taking bids to sell the Dodge Durango and seconded by Doug Emery. All in favor 3-0 per voice vote. Blake Emery will put together a Bid Package.

HYA Flag Football

Blake Emery presented to the Board that HYA is seeking an agreement for Flag Football that is similar to the agreement they have with the park for HYA Baseball/Softball. The Agreement is they pay for field rental for games only and not practices. HYA looks forward to using Gibbs Field / Shaw Street for Flag Football. Mike Williams made the motion to approve entering into an agreement to charge HYA Flag Football for game use rental only and not practice rental and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Game 7 Baseball

Blake Emery presented to the Board that Jacob Palmer contacted him about an Organization called Game 7 Baseball wanting to host a tournament at the Gaskins City Complex. He said this organization holds tournaments in Illinois, Missouri, Tennessee, and Kentucky and they donate back the proceeds to the host site. All teams that play in the tournament are required to have their own insurance. He said typical revenue is around \$5,000 to \$7,000 for a weekend tournament. Blake Emery will check with Williams & Associates about insurance coverage questions for hosting a tournament. Mike Williams made the motion to approve Game 7 Baseball moving forward with scheduling a tournament at the Gaskins City Complex and seconded by Richard Rumsey. All in favor 3-0 per voice vote. Blake Emery will reach out to Jacob Palmer to discuss any logistics concerns moving forward.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 8:40 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and TA Sullivan.

IPRF Grant

Spent the remainder of the IPRF Safety Grant Money on boots for the Maintenance Staff and a jack for the shop. You have to spend the money to be able to submit for reimbursement. We have submitted the reimbursement paperwork now.

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

Adjourn The Committee Meeting was adjourned at 8:42 a.m.

DIRECTOR REPORT:

Projects Project updates were discussed as part of the Maintenance Report.

HYA/SYSA The HYA/Kiwanis Radio Auction is scheduled for March 27, 2021. SYSA Spring Travel League has started. The soccer parking complex was discussed about the schedule to have it ready for the fall recreation league.

Pool Meeting Blake Emery met with pool manager Melonie Motsinger on 2/26/2021 to discuss the upcoming 2021 pool season.

IPARKS IPARKS representative John LaBanow came and presented HTPD with a 30 Year Membership Plaque. Blake Emery and TA Sullivan met with Nathan Ashby on 3/11/2021 to go over IPARKS Renewal Application. Blake Emery submitted the Application to Nathan Ashby.

Training Full Time Staff completed the following training requirements:
Sexual Harassment Prevention Training 2021 – 3/15/2021
COVID-19 Employee Training 2021 – 3/15/2021

The Executive Director Report was placed on file. See attached report.

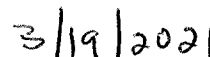
REPORTS Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS Blake Emery announced that the next regular board meeting is scheduled to be April 16, 2021 at 8:00 a.m. 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 9:09 a.m.



Michael Williams, Secretary / Treasurer



Date Signed