

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
MAY 21, 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 and Maintenance Director TA Sullivan.
Park Staff Absent: Administrative Assistant Jill Marvel.

Visitors Present: Ron Emery

ELECTION 2021:

Canvass of Votes

Certificate of Election

Blake Emery presented to the Board the April 6, 2021 Election Canvass of Votes. Mike Williams made the motion to accept the April 6, 2021 Election Abstract of Votes and Certificate of Election and officially elect Douglas K. Emery for a four year term to the Harrisburg Township Park District seconded by Richard Rumsey. All in favor 2-0 per voice vote. Doug Emery abstained.

Oath of Office

Board Secretary Mike Williams administered the Oath of Office for Doug Emery. Doug Emery signed the Oath of Office and it became effective May 21, 2021.

Officers

Mike Williams made the motion to keep current officers: Richard Rumsey – President, Doug Emery – Vice President, and Mike Williams – Secretary/Treasurer and seconded by Richard Rumsey. All in favor 3-0 per voice vote.

Orientation

Blake Emery presented to the Board the IAPD Pamphlet – Serving on a Park District Board: What Does That Mean. This is just a helpful document for Board Members to review.

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 21, 2021. There was no one from the public present on the teleconference call.

Blake Emery asked the members of the public present at the meeting if they had any comments. No one present requested to speak.

There was one written comment received via email. Blake Emery read the email aloud. The email was sent on May 13, 2021 from Lisa Johnson as a concerned parent regarding a group of kids using foul language and smoking. The concern was discussed and the park is having a hard time filling the park patrol position. People are not wanting to work nights and weekends. Blake Emery has reached out the SIC law enforcement program and no one was interested in the park patrol position. It was discussed and decided to publicly post the position and hold interviews.

CONSENT AGENDA:

Richard Rumsey made the motion to accept the April 16, 2021 meeting minutes and seconded by Doug Emery. All in favor 3-0 per voice vote.

Mike Williams made the motion to accept the 4/16/2021 to 5/20/2021 bills and the April 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 the Bridge Plan of Phase 4 of the Restore Illinois Plan as of 5/14/2021. This allows for increased capacity. The updated IDPH Swimming Facility Guidelines were discussed. The updated guidelines allow for 100 swimmers while in the Bridge Plan. Blake Emery opened the meeting for discussion on any facilities that we need the current policy/decisions revisited. There was nothing further discussed.

Beardsley Property

Blake Emery presented to the Board that he went through and looked at the old meeting minutes and agendas to look at the history of the Beardsley property.

- April 2017 – Formal Offer to purchase Beardsley Property for \$30,000.
- May 2017 – Acceptance of the Offer. Kotner Title begins working.
- June 2017 – Kotner Title working with park and Kathy Beardsley to obtain clean title.
- July 2017 – Having trouble obtaining signatures of deceased and getting title insurance. Mike Williams states the park should not take the risk of buying the property without having title insurance.
- August 2017 – Still waiting on signatures for proper title transfers. Richard Rumsey takes over handling this sale.

Blake Emery received an email from Bruce Tolley on 4/16/2021 – Stating having trouble obtaining title for 2 of the 3 tracts of land instead of just the 1 small tract. He states that “the issue is that our counsel is not comfortable with preparing even a quit claim deed”. Title company will not prepare quit claim deed for the seller.

Blake Emery met with legal counsel Patrick Hunn on 4/21/2021. He said we have a couple options to pursue:

Option 1: Quit Claim Deed from Seller

This option would involve the seller obtaining Quit-Claim Deeds for 2 of the 3 tracts of land (as mentioned by Bruce Tolley of Title Professionals). There would be no Warranty Deed / Title Insurance on those 2 tracts. Executive Director Opinion - With the high purchase price on the property and the potential to invest a significant amount of money in developing the property this would be a risky purchase. This is public money and public land and should not be risked in that manner without a Warranty Deed.

Option 2: Adverse Possession by Seller

This option would involve the seller signing an affidavit that they have been in possession of the land and are claiming it by adverse possession. There would be public notice placed giving any potential existing land owners the opportunity to dispute the possession and sale. There would be a legal process involved and costs of up to around \$5,000.00. Executive Director Opinion – This could be a lengthy and costly approach. It is felt the seller should incur all costs and efforts to obtain a clean title/deed. We would want our legal counsel to prepare some type of contract on who is going to pay for what to proceed with any purchase.

Blake Emery received another email from Bruce Tolley on 5/18/2021 stating he thinks he can clear up another tract of land and the seller would like to proceed with selling 2 tracts of land for \$25,000.00.

The topic was then opened for discussion amongst the Board Members. Richard Rumsey suggested purchasing the lot with a clean title for \$12,500.00 and constructing a parking lot. It is felt that parking is still more of an issue than having more fields. Mike Williams still wants to proceed with an "all or nothing" approach to the land purchase. There are still many questions up in the air on the 2nd tract of land and what kind of Title is possible there and what is going to happen with the 3rd tract of land that has the trailers. Richard Rumsey made the motion for Blake Emery to meet with legal counsel and discuss the new developments and get more information from Bruce Tolley regarding the Title for the 2nd Tract of land and seconded by Mike Williams. All in favor 3-0 per voice vote.

NEW BUSINESS:

- Bond Funds Beardsley Blake Emery presented to the Board that \$20,000.00 is currently designated from the Bond Fund for the purchase of the Beardsley Property. It was discussed and this item will be tabled until more information about the potential purchase is available. No motion was made.
- Bond Funds Lincoln Blake Emery presented to the Board that Steve Quartermos approached him asking if the Board would reconsider purchasing his property on Lincoln Street. This property would be landlocked on all sides by residences and would only serve as potential parking if the other side of Lincoln Street is developed by the park. It was discussed and the Board is not interested in this property. Mike Williams made the motion to pass on the purchase of the property and seconded by Richard Rumsey. All in favor 3-0 per voice vote.
- PPRT Money Blake Emery presented to the Board that the park has received more money in Personal Property Replacement Taxes (PPRT) than was anticipated by the State. As of 5/17/2021 the park had received \$54,203.57 and the budget was estimated at \$35,279.00. When developing the Budget, the Maintenance Equipment/Improvements budget line item was cut out and moved into Bond Funds because there was not enough estimated money in the General Fund Budget. Blake Emery would like to move the excess PPRT to the Bond Fund to cover as much of the Maintenance Equipment /Improvement expenditures as possible and free up some additional Bond Money. Thus, it would be like the Maintenance Equipment /Improvement expenses came from the General Fund using PPRT money. Richard Rumsey made the motion to approve appropriating the additional Personal Property Replacement Tax money received to pay for Maintenance Equipment/Improvement expenses that were paid for with Bond Funds and seconded by Mike Williams. All in favor 3-0 per voice vote.
- Social Media Blake Emery presented to the Board that he discussed with a company called Archive Social the need to archive social media content. The Freedom of Information Act (FOIA) and the 1st Amendment of the Constitution relate to social media correspondence and there is liability here. The cost of using a social media archiving company is expensive. Mike Williams made the motion for Blake Emery to meet with legal counsel about these needs and seconded by Richard Rumsey. All in favor 3-0 per voice vote. Blake Emery will report back at the next meeting.
- IAPD Updates Blake Emery presented to the Board the IAPD Legislation Updates so the Board Members could stay up to date on current legislation activities.

Bond Funds Pool Blake Emery presented to the Board that the park pool chlorinator is in need of repair. Repairs will cost around \$500.00. The representative from Midwest Pools suggests we consider upgrading the chlorinator. Cost of new system would be around \$4,000.00. TA Sullivan said he is constantly having to make minor repairs and check in on the chlorinator. Richard Rumsey made the motion to approve designating Bond Funds to purchase and install a new chlorinator system at the pool and seconded by Mike Williams. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call The Risk Management & Loss Control Committee Meeting was called to order 8:55 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery and TA Sullivan. Jill Marvel was absent.

Weather Alert System – Blake Emery discussed a company called Perry Weather and the need to look into weather alert systems for the sport facilities. There are options to purchase the equipment upfront or pay yearly lease fee. Blake Emery will look into developing a policy to be followed regarding weather cancelations.

IPRF Bi-Monthly Newsletter – Blake Emery presented the IPRF newsletter as a valuable risk management resource.

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

Adjourn The Committee Meeting was adjourned at 9:07 a.m.

DIRECTOR REPORT:

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

HYA/SYSA HYA Season is underway and going smoothly. SYSA Spring Travel is wrapping up. Will start on Soccer Field Parking in June.

Skatepark \$2,850 Donated in memory of Jameson Russell. They would like to purchase a bench with his name on it and a piece of additional Skate Equipment.

Training The Executive Director attended the following training opportunities: IAPD Webinar Labor Employment Outlook 2021 on 4/16/2021; IMRF Webinar 2021 Rate Meeting on 5/12/2021.

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

REPORTS

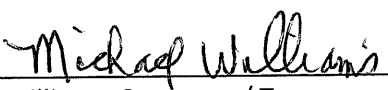
Blake Emery presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

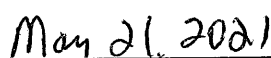
Blake Emery announced that the next regular board meeting is scheduled to be June 18, 2021 at 8:00 a.m. All were ok with the meeting date and time.

ADJOURNMENT

Richard Rumsey moved to adjourn, seconded by Doug Emery. All in favor 3-0. The meeting adjourned at 9:18 a.m.



Michael Williams, Secretary / Treasurer



Date Signed