

**MEETING MINUTES  
HARRISBURG TOWNSHIP PARK DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 20, 2024  
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Doug Emery called the meeting to order at 8:06 a.m. immediately following the Public Hearing for the Budget & Appropriation Ordinance.
- ROLL CALL:** The following members of the Board of Commissioners were present: President Doug Emery, Vice President Raymond Gunning, and Secretary/Treasurer Ron Emery.
- 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 September 20, 2024. 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.
- CONSENT AGENDA:** Raymond Gunning made the motion to accept the August 16, 2024 meeting minutes and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Raymond Gunning made the motion to accept the 8/13/2024 to 9/16/2024 bills and the August 2024 Unaudited Financial Reports and seconded by Ron Emery. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter into Closed Session.
- UNFINISHED BUSINESS:**
- Bond Funds** Blake Emery presented the opportunity to discuss any Bond Fund Designations and future projects. The list of remaining projects and budgets was discussed.
- Weather Alerts** Blake Emery re-presented to the Board the option to receive weather alerts via a software system called Perry Weather. Now that the park receives safety and security levy funds we could pay the annual fee from those funds. Harrisburg School District just purchased a weather station from Perry Weather and it is located at Taylor Field. The park would be able to utilize the live data from this location instead of needing to purchase our own weather station. Perry Weather actually owns the weather station that the school uses and we would have access to the data. The School signed a 3 year contract. The software will give lightning updates and delays required before returning to playing as well as heat updates and recommendations. Spectators would have access to these delays. Raymond Gunning made the motion to approve purchasing the weather software and 2 Sirens for a 3 year contract with Perry Weather and seconded by Ron Emery. All in favor 3-0 per voice vote.
- Audit** Blake Emery presented to the Board that there will be a revised Engagement Letter due to the fact that it was discovered that a lesser degree of audit is required this year.

**NEW BUSINESS:**

**Ordinance 2024-0920** Blake Emery presented to the Board Ordinance 2024-0920 Budget and Appropriation Ordinance and Certification of Estimate of Revenue. This Ordinance was discussed during the previously held Public Hearing prior to the September Regular Board Meeting. There was no further discussion. Raymond Gunning made the motion to approve Ordinance 2024-0920 Budget and Appropriation Ordinance and Certification of Estimate of Revenue and seconded by Doug Emery. All in favor 3-0 per voice vote. The Ordinance and Certification were signed and will be taken to the courthouse to be filed.

**Legislative Updates** Blake Emery presented to the Board Legislative Updates provided by IAPD.

**2025 Bond Details** Blake Emery presented to the Board the opportunity to discuss potential Bond Projects for the 2025 Series Bond. Several potential projects were discussed. The Board will discuss further and in more detail at the October Board meeting and compile a formal list prior to the Bond Public Hearing in November.

Raymond Gunning had to leave the Board Meeting at 9:10 AM to attend a health related appointment.

**RISK COMMITTEE:**

**Roll Call** The Risk Management & Loss Control Committee Meeting was called to order 9:21 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

Blake Emery presented that the AED case was installed at the Soccer Complex.

There was no other new business discussed and there were no other new topics brought up for discussion by the committee.

**Adjourn** The Committee Meeting was adjourned at 9:23 a.m.

**DIRECTOR REPORT:**

**Projects** Projects were discussed as part of the Maintenance Report.

**SYSA** SYSA has started their season. Still some

**IAPD Survey** Blake Emery completed the IAPD Legislative Survey.


**Training** Blake Emery attended the following training: IPRF Slip Trip Fall Webinar on 8/27/2024; SportsEngine Season Management Webinar on 9/10/2024; Illinois Open Meetings Act Webinar on 9/18/2024.

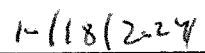
The Executive Director Report was placed on file. See attached report.

**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 October 18, 2024 at 8:00 a.m. at the Park Office Community Room.

**ADJOURNMENT** Ron Emery moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:35 a.m.

  
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Ron Emery, Secretary/Treasurer

  
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Date Signed