

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
OCTOBER 18, 2024
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** 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: 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 October 18, 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:** Ron Emery made the motion to accept the September 20, 2024 Public Hearing minutes and the September 20, 2024 Regular Meeting minutes and seconded by Raymond Gunning. All in favor 3-0 per voice vote.
- Raymond Gunning made the motion to accept the 9/17/2024 to 10/14/2024 bills and the September 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. There was a savings on Gaskins City Light pole installation.
- Audit Blake Emery presented to the Board the revised Audit Engagement Letter. Raymond Gunning made the motion to approve the revised Audit Engagement Letter and seconded by Doug Emery. All in favor 3-0 per voice vote.
- 214 W National St Blake Emery presented to the Board the purchase contract for 214 W National Street property via Tax Sale through Saline County as Trustee. Raymond Gunning made the motion to approve purchase of the property and seconded by Doug Emery. All in favor 3-0 per voice vote.
- 214 W National Trailer1 Blake Emery presented to the Board the purchase contract for 214 W National Street Mobile Home via Tax Sale through Saline County as Trustee. The mobile home will be demolished. Raymond Gunning made the motion to approve the purchase of the mobile home and subsequent demolition and seconded by Doug Emery. All in favor 3-0 per voice vote.

214 W National Trailer2 Blake Emery presented to the Board that the City of Harrisburg owns the second Mobile Home on 214 W National Street. The City will sign over the Title and the mobile home will be demolished by the Park District. Ron Emery made the motion to approve accepting the Title and demolishing the mobile home and seconded by Doug Emery. All in favor 2-0 per voice vote. Raymond Gunning abstained due to potential conflict of interest related to the City of Harrisburg.

NEW BUSINESS:

Resolution 2024-1018 Blake Emery presented to the Board Resolution 2024-1018 Establishing Estimate of Tax Levy for 2024. The assumptions used for the 2024 tax levy for revenues to be received in 2025 is not to exceed 105% of the previous year tax base or levy amounts. The 2023 total extension of \$554,989.87 x 105% equals \$582,739.36. Since the Estimate of Tax Levy for 2024 (\$573,240.00) is not greater than 105% of the preceding year's extension, a public hearing is not required. It was discussed to increase the Police/Security by 130% since it now be used for things such as security cameras or security lighting. It was discussed to increase the Social Security Fund by 22.5% to reflect the future needed contributions. It was discussed to decrease IMRF to more accurately reflect the needed contributions. There would be no increase in the levy amounts for the Museum Fund. All remaining funds would have a 5% increase. Raymond Gunning made the motion to approve Resolution 2024-1018 Establishing Estimate of Tax Levy for 2024 and seconded by Ron Emery. All in favor 3-0 per voice vote. The Resolution was signed and will be placed on the website and at the Park Office.

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

2025 Bond Projects Blake Emery presented to the Board a list of potential Bond Projects for the 2025 Series Bond. Several potential projects were discussed. It was discussed to seek \$630,000.00 in Bond Funds to keep the tax impact on the community as close as possible to current.

2025 Bond Hearing Raymond Gunning made the motion to approve the 2025 Bond Public Hearing for November 15, 2024 for consideration and action on an Ordinance providing for the issue of \$630,000 General Obligation Park Bonds, Series 2025, of the Harrisburg Township Park District, Saline County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of the expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof and seconded by Doug Emery. All in favor 3-0 per voice vote.

Shaw St Vandalism Blake Emery presented to the Board the recent vandalism at Shaw St Facility. The batting backstop (green) was damaged by a travel softball team (Hollywood Hitters) during a practice they held at the facility. They attempted to take down the backstop and in doing so the base frame was bent and unable to lay flat on the ground. The coaches and police are aware of the situation and the frustration from the Park District. Blake Emery met with an administrator for the team and they informed him they would respect any wishes of the Park District in this matter including any payment needed to fix the backstop and a formal apology. He said they were extremely grateful that Harrisburg has a facility to use for practices and they frequently rent Gaskins City for games as well. It was discussed and decided to see what the cost to fix the backstop will be with Hollywood Hitters contributing, have Hollywood Hitters coaches apologize for the incident, and suspend field use until further notice allowing the Park Board time to determine how to best utilize the Shaw Street facility for Travel Teams.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 9:32 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel and TA Sullivan.

There was an incident at a SYSA Soccer Game where a player ran into one of the goals and cut open his head. Blake Emery talked with SYSA and they did not act like padding was needed and said almost all the goals at the facilities they play at are the same as ours without padding. Will determine for next season the use of zip ties on the goal nets and if some form of padding can be utilized.

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 9:37 a.m.

DIRECTOR REPORT:

Projects

Projects were discussed as part of the Maintenance Report.

SYSA

SYSA has completed their season and has their Tournament in November. They have asked for certain fields to remain striped until then.

Training

Blake Emery attended the following training: Illinois Freedom of Information Act Webinar on 9/26/2024.

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

REPORTS

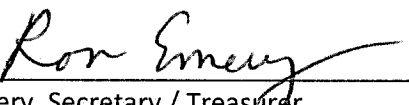
Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

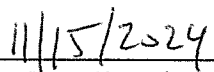
Blake Emery announced that the next regular board meeting is scheduled to be November 15, 2024 at 8:00 a.m. at the Park Office Community Room (immediately following the Bond Public Hearing).

ADJOURNMENT

Raymond Gunning moved to adjourn, seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:46 a.m.



Ron Emery, Secretary / Treasurer



Date Signed