

Metamora Park Board
P.O. Box 633
Minutes of September 3, 2014 Regular Meeting
Of the Board of Commissioners

Call to Order – In the Village Hall: 102 N. Davenport, Metamora IL at 7:06 pm.

Pledge of Allegiance – Performed.

Roll Call - Commissioners present were, Dawn Deeb, and Sarah Buss, Michelle Spielman, Kerry Brock, Mike Staub and Al Eckhoff. Mr. Stone arrived at 7:45. Absent: Mr. Staub. Director Christy Ganson, Secretary/Treasurer Betty Lang were present.

Minutes – August 6, 2014, regular Meeting minutes: Motion to approve the minutes was made by Mr. Eckhoff and seconded by Ms. Deeb. Motion carried

Special Minutes –August 23, 2014, special meeting minutes: Motion to approve the minutes was made by Mr. Eckhoff and seconded by Ms. Spielman.

Public Input – Ms. Karen Fyke of the Timber House shared the history of the house located at BPP. She asked if the MPD would be interested in the house. The MPD is not interested in maintaining the house. Ms. Buss said she would be okay if the house was moved to another location. Ms. Barbara Bradle pays the insurance on the house. She said it was the only Timber House in this state.

Mr. Todd Alderson, acting president of MAST, presented the MPD a thank you letter. They wanted to thank MPD for their outstanding support for MAST. They also wanted to personally recognize Ms. Ganson for her leadership on Park programs and unwavering efforts to bring the pool to life at the start of the swim season.

Mr. Mike McCulla, Fox Service, explained all the issues of the pool at this time. All these repairs will require a licensed engineer or certified architect in order to make these changes as they will need to be drawn and submitted to the State of Illinois for approval and they will not accept drawing from anyone else. He suggested to contact Engineer George Kelly. Mr. Stone made a motion to hire an architecture engineer for the pool not to exceed \$4000 and seconded by Mr. Eckhoff. Ms. Buss: yes, Ms. Deeb: yes, Mr. Stone: yes, Ms. Spielman; yes, Mr. Eckhoff: yes and Ms. Brock; yes. Motion carried.

Mr. Don Hutchins shared the Village of Metamora will no longer taking reservation for the Community building after 12/1/14. The Community building has water issues as well as mold. The Village is looking at other options as what to do with the building.

Treasurer Report – Betty Lang: The Board reviewed the Treasurer's report. Mr. Stone made a motion to approve the Treasurer's Report as submitted, seconded by Ms. Spielman. Motion carried. We had a W/C audit on August 27, 2014. We continue to have vendors that do not

carry W/C. Ms. Ganson will contact Eagle Enterprises for a copy of their certificate of liability insurance. She will also work with them for a new contract.

Director of Parks and Recreation – Christy Ganson: Ms. Ganson reported on the month's activities.

Continued to schedule shelters at BPP through the end of October mainly for cross country. Many inquiries through the fall for dates available to rent when JFL does not have games. Most choose not to rent. Placed reservations on our website and updated the shelter rental agreement form again to mention no alcohol in any parks and no dogs in playground areas

Worked with Fox Pools on pool issues such as drain cover for diving well, flow for the big pool, muriatic acid pumps, and closing the pool for the season. Will discuss under Old Business. Expect presentation by Mike McCulla of Fox Pools during Public Input.

Arranged for 18 foot inflatable slide for Meet Your Heroes Day on Sat. Sept. 13. Will still take volunteers from 12 – 3 p.m. to help staff the inflatable since we will also have an informational display with program guides.

Been working with ICC Surplus, IPMR, FUMC, and Craig's List to get used furniture for our new office. We now have two desks, a table, two filing cabinets, three office chairs, and two benches. We did purchase 3 new folding tables and a heavy duty shelf for our storage closet. Borrowing folding chairs from MAST until can buy our own. Have also moved most files and rec supplies from my home to the new office. Need new lock for filing cabinets before Ms. Lang and I can move employee and payroll files to the office.

Have communicated in the past month with IPMR about our rental space including maintenance, sign on kiosk, parking, and light over our door. Need to speak with landlord, Mr. Bob Schierer, about need for an outside light over door.

Dale Greenhalgh of Wayne Mechanical is still waiting on exhaust fan for ventilation of back pump house. Will start work as soon as he receives final part.

Repairs are needed for the cold water pipe that is used for bath room, concession stand, and the front speaker. Mr. Eckhoff made a motion for Dale Greenhalgh of Wayne Mechanical to repair the pipe not to exceed \$2500 and seconded by Ms. Spielman. Roll call vote results were as follows: Ms. Deeb: yes, Mr. Stone: yes, Ms. Spielman: yes, Ms. Kerry: yes, and Mr. Eckhoff: yes. Motion carried.

Have now received all of our funding from IDNR for our IYRC Grant for 2014. I am now working on our reports required by the grant that are due by October.

Worked with Brad McKee, certified asbestos inspector, to perform assessment at house at BPP. Will share his lab results and projected costs during Old Business.

Contacted Katie Kim from the Kim/Horan Group about design, build, lease options. Group interested in Park District for master plan at BPP. Originally was planning to have them come to Sept. Board meeting to discuss what is involved and how they help with design, construction management, property management, investment management, and leasing options. Re-scheduled for October due to many issues on the Agenda for tonight.

New office will open to the public on Tues. Sept. 2. Office hours are MWF 9 a.m. - 12 p.m. and TTh 1 – 5 p.m.

Trails – No Report

Futures – Mr. Stone/Ms. Buss: Mr. Stone: No report

Marketing – Ms. Deeb has the prices on the t-shirts but will hold off until we decide to move forward on the shirts for the Foundation.

Special Projects – Ms. Spielman: Ms. Buss reported that we will develop a plan to contact each subdivision and home in the area. Our attorney will create a form that would be filled out and submitted to the court house. We will use the volunteer method to continue to add to our District. We are looking for some quick wins in the next six months. Ms. Spielman reported there will not be any forums at this time.

Old Business –

2014-2015 Budget–Ms. Lang presented a preliminary 2014-2015 Budget. After much discussion it was decided we need to have another meeting after we received more figures for the Herring project and the pool. Ms. Lang will find out when the due date for the budgets.

MGS Cross Country Contract–Ms. Ganson has received a draft copy of the MGS cross country agreement. She will work with them for a couple of changes that need to be made to the agreement. One of the changes is that we would like to have the schedule at an earlier date than mention in the agreement. The second change is they need to contact JFL when needed and not go through the MPD to handle their request.

Concession stand at Pool– After much discussion the Board asked Josh Ketcherside to present a proposal for the concession stand. MPD will review the proposal along with all the upgrades that are needed at this time to bring the area back up to code.

Additional Asbestos Inspection results– Ms. Ganson continues to work with the inspectors with the cost of the asbestos removal. We do not have all the cost at this time. Ms. Ganson will communicate with the Fire Department of the time line involved at this time.

Online registration / Credit Card Offering–Ms. Ganson contacted other pools in the area. Our means of communicating with the public was even better than some of the other parks. Other parks district have more manpower to introduce this program than we do. She will review all the options taking in consideration the cost and time to instrument this program.

Pool Maintenance Continuation–already covered

New Business –

Prelim Costs for Proposed BPP Projects– Ms. Ganson reviewed the plans that Farnsworth had completed with a comparison to a project they did in Champaign. If we were to use a Morton building it would cost around 7 million dollars. That included a 1.2 million dollar contingency. This project could be done in stages. Ms. Ganson would like to see the project they did in Leroy for comparison. Ms. Buss reminded us that in order to grow our Park District we need a vision with a plan, if not people will not want to join our Park District. Mr. Stone said it took about thirty years to build Five Points. Upgrading the front entrance would be a start for our future.

Use of park Equipment per IParks Insurance– Ms. Ganson reported that our insurance with IParks only covers the commissioners and employees. A letter of the duties performed by a volunteer and a waiver of liability will need to be drafted before beginning any work by a volunteer. No one else will be able to use our equipment.

Board Policy Manual & Sec. 3.4 Commission Use of Programs & Facilities– Ms. Ganson explained the policy. There are some perceptions in the community that the commissioners are receiving free services. Ms. Ganson will present at the next meeting a guideline from the policy manual for the Board review.

New Office Space as rental space– Ms. Ganson has had request to rent our office space due to the closing of the Community Building. It was decided the request would go through Ms. Ganson for each quarter. If she did not have any program going on at that time it can be rented by the public. The rates are for residents - \$35, nonresidents - \$40 and community organizations - \$30.

Public Input – none

Adjournment– Motion to adjourn was made by Ms. Spielman and seconded by Mr. Stone. Motion carried at 9:37 p.m. .

