



# METAMORA PARK DISTRICT

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## Regular Meeting Minutes

**Date and Time of Meeting:** Wednesday, April 14, 2021 at 7:00 p.m.

**Location of Meeting:** Village Hall, 102 N Davenport St. Metamora, IL 61548 & Virtual Zoom

**Minutes Prepared by:** Sharon Leifheit, Secretary

## Call to Order

Pledge	Performed at 7:01 p.m.
Roll Call	Matt Bidne, Kerry Brock, and Myranda Driskell were present. Andrew Kamm and Damian Baumann were absent.
Approve Meeting Minutes	<p>Minutes for the following meetings were reviewed and approved as listed:</p> <p>Brock made a motion to approve the Minutes from the March 10, 2021 Regular Meeting. Driskell seconded the motion. Kerry Brock, Myranda Driskell, and Matt Bidne voted in favor. No one voted against. Andrew Kamm and Damian Baumann were absent. Motion passed.</p> <p>Brock made a motion to approve the Minutes from the March 14, 2021 Special Meeting. Driskell seconded the motion. Kerry Brock, Myranda Driskell, and Matt Bidne voted in favor. No one voted against. Andrew Kamm and Damian Baumann were absent. Motion passed.</p> <p>The minutes for the <b>Executive Session</b> during the March 14, 2021 Special Meeting were not completed for review. They will be reviewed at next month's meeting.</p>

## Public Input

Ms. Annie Hicks	Ms. Annie Hicks, library board member, attended. She is president of Illinois Prairie District Library Board and shared they are looking at making major changes to the Metamora library branch. They anticipate a new building and need an acre of land. They are interested in having a conversation with the park board about possibly locating the building at Black Partridge Park. They are considering a 10,000 sf building and parking. Bidne inquired about their zoning requirements. Spielman inquired as to if they must be within the Village of Metamora boundaries. Bidne asked if they are considering other properties, and Ms. Hicks said they have looked at several sites in the town.
Mr. David Pistourius	David Pistorius with Fist Midstate attended to provide information during the discussion to take place later on bond.



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### Old Business

Bond - First Midstate	<p>David Pistorius, with First Midstate Inc., came to discuss issuing new general obligation park bonds. Mr. Pistorius shared a preliminary report and a copy was added to the board packet. The district's net capacity to bond is \$277,646 on a non-referendum basis and this amount would not create a tax rate increase. This new bond would require a public hearing and proper notice of said hearing must be published in the local paper. The public hearing must be held seven days before the bond ordinance. The bond ordinance, then, is just an agenda item at a meeting at least seven days after the public hearing. Details of bond amounts, associated costs, and repayment schedule are shown in the preliminary report provided.</p> <p><b>NOTE: Andrew Kamm arrived at 7:40 p.m. and joined the meeting.</b></p> <p>Brock made a motion to select First Midstate Inc. as underwriter agent and Chapman and Cutler LLP as bond counsel with respect to the District's general obligation park bonds. Driskell seconded the motion. A roll call vote was taken and Kerry Brock, Myranda Driskell, Andrew Kamm and Matt Bidne voted in favor. None voted against. Damian Baumann was absent. Motion passed.</p> <p>A timeline was discussed of the hearing May 12 and ordinance vote on May 19, with funds available in June. The special meeting will be held at 6:50 on the 12th, just prior to the regular monthly meeting. The May 19 meeting is proposed for 7:00 p.m. The hearing notice will be published for an amount of \$300,000 in order to bond the maximum amount.</p> <p><b>Note: Damian Bauman arrived at 7:55 p.m and joined the meeting.</b></p>
Tractor & gator repairs	<p>Spielman asked the commissioners to review the Martin Sullivan invoice for \$1,480.02 related to tractor and gator repairs as mentioned last month and provided in the packet. She is requesting a motion to approve and pay the invoice.</p> <p>Brock made a motion to approve payment to Martin Sullivan in the amount of \$1,480.02 for payment of invoice as provided. Baumann seconded the motion. All voted in favor. Motion passed.</p>



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Ethics Ordinance	As mentioned last meeting, Spielman presented an addition to the Ethics Ordinance of items 15 and 20. She requested that the commissioners review the document as provided in the packet. A question arose as to the size of the required ethics committee. Spielman will research and the item will be revisited next month.
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## Reports

Treasurer	Joan Garber gave the Treasurer's Report. Brock made a motion to approve the Treasurer's Report. Kamm seconded the motion. All voted in favor. Motion passed.
Director	Michelle Spielman gave the Director's Report. Park bathrooms have been rekeyed. Also, she will start closing the gate to BPP at dusk and make sure this is known by the public. She has ordered a communication board for Brighton Park, which displays nonverbal symbols a child can point to.
Pool (Bidne/Driskell)	Bidne noted the pool opens for work tomorrow. To date, anticipated costs have been under the spending limit authorized for new pool manager, Ms. Emmie Brockhouse. Opening date is slated for May 28 and closing is to be August 8. Tentative schedule and other additional detail is in the packet. Bidne will also be requesting an executive session this meeting to discuss some staffing/hiring suggestions. Bidne notes opening costs this season are expected to total \$4,500.00.
Budget (Bidne/Kamm)	No report at this time. Preliminary budget has been emailed by the treasurer to the director and all commissioners.
Marketing (Brock/Driskell)	No report. Driskell asked the pool manager Brockhouse be given her phone number so they can discuss summer marketing.
Futures (Baumann/Brock)	Brock shared that the Foundation has secured \$2,000 to do the bathrooms at Brighton Park from Reclaimed Resale. She also noted she is looking into cattle panel fencing for the future dog park instead of chain link fencing. She would like to create a subcommittee for planning the dog park.
Maintenance (Baumann/Kamm)	As mentioned in the director's report.

## New Business

Lincoln-Douglas parking lot expansion	Spielman has provided a sketch of the proposed parking lot expansion and estimates of the cost of gravel. Commissioners were receptive to the work being done. Estimates from Hofstatter are in the packet. Commissioners would prefer the use of white gravel, which is a bit higher. Spielman was asked to verify the choice of white gravel as the better option.
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Pool pay rates	Pool pay rates have previously been approved, but can be reviewed in executive session.
Rail repair costs	An estimate from Bessler Welding is provided in the amount of \$1,040 for repairs to the pool railing for the commissioners to review. Due to the timing of the pool opening, a special meeting to approve this expense will likely be called.
Pool opening costs	An estimate from Etcheson for \$1,480 for costs associated with opening the pool has also been provided. Again, due to pool opening timing, a special meeting to approve this expense will likely be called.
Property availability for expansion	Spielman was asked to research property available for a possible additional park site at the northwest end of Metamora. She presented summary data on vacant lots available and recently sold in the subdivision. Commissioners asked Spielman to do further research.
Brighton Park restroom construction	Kamm has followed up on discussion from past meetings expressing interest in a restroom for Brighton Park. He was able to obtain rough estimates as provided in the packet in the amount of \$108,000 for construction of a structure similar to those at Schupp or Lincoln-Douglas. He also investigated the McCann Precast Concrete option for a single restroom unit and site work, and he estimated that option to be around \$75,000.
IPARKS INVOICE	Spielman noted the invoice from IPARKS for \$13,731 has arrived and is in the packet. Payment is due by May 1, 2021. She will be looking for approval at the next meeting.
Special meeting being called	<p>Due to time constraints, a special meeting will be needed to approve some of these invoices. Three commissioners will be needed for a quorum. Bidne is looking for commissioners who can be available for a special meeting in the near future. Discussion ensued. It was determined that a special meeting will be set for Saturday, April 17 at 10:00 a.m. at the park district office and the agenda will include:</p> <p>Rail repair costs – Bessler Welding Pool opening costs – Etcheson IPARKS invoice</p>



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### Executive Session

Motion to Enter Executive Session	Brock made a motion to enter an Executive Session at 9:35 p.m. under Section 1(c) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.. Driskell seconded the motion. All voted in favor. Motion passed.
In attendance	Matt Bidne, Kerry Brock, Andrew Kamm, Myranda Driskell, and Damian Baumann were present. Director Spielman was also asked to stay for an Executive Session.
Motion to Leave Executive Session	Brock made a motion to leave the Executive Session at 9:46 p.m. Kamm seconded the motion. All voted in favor. Motion passed.
Vote on Executive Session Items	Brock made a motion to increase Emmie Brockhouse's pay rate to \$15 per hour effective April 12, 2021. Kamm seconded the motion. All voted in favor. Motion passed.

### Adjournment

	Brock made a motion to adjourn at 9:46 p.m. Kamm seconded the motion. All voted in favor. Motion passed. Meeting adjourned at 9:46 p.m
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Matthew Bidne, President

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Sharon Leifheit, Secretary