

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
January 13, 2015

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was called to order on Tuesday, January 13, 2015 at 6:00 p.m. in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

Present: Commissioners Sigel, Bubbers, Stindt, Walker, and Nehr Korn
Absent: None
Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Bubbers motioned to approve the minutes of the Regular Monthly Board Meeting of December 19, 2014 as presented. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Nehr Korn motioned to approve the December bills in the following amounts:

| | | |
|------------------------------|----|------------|
| Corporate Fund | \$ | 11,720.70 |
| Liability Fund | | 1,893.86 |
| Recreation Fund | | 7,582.46 |
| Retirement Fund | | 3,305.41 |
| Bond Construction # 32 Fund | | 101,565.16 |
| Museum Fund | | 1,413.38 |
| Bowman Park Development Fund | | 317.88 |
| Police Fund | | 693.01 |
| Total | \$ | 128,491.86 |

Commissioner Stindt seconded the motion. Roll call vote, all ayes, motion carried.

The following is a listing of the Work Fare People from Coloma Township, Whiteside County Probation Office, Project Chance, Department of Human Services, Experience Works and Partnership for Employment that have worked for us the past month. Also included are total days worked in December and in 2014.

| | Coloma TWP | Best | Probation Dept. | Whiteside County Housing | Dept. Human Services | Experience Works | Partners/ Employment |
|------------------|------------|------|-----------------|--------------------------|----------------------|------------------|----------------------|
| Days in December | 10.5 | 0 | 7.5 | 1 | 0 | 0.00 | 0 |
| Days in 2014 | 162.5 | 135 | 58.5 | 15 | 10.75 | 0.00 | 9.75 |

Coloma Township: Sherri McLaren, Corinna Bell, Barb Hansen, Dan Knorr, Cole Elder, and Richard Holcomb
Housing: Monique Lehman
Probation: David Tietge

Director Michael P. Sterba reported the next meeting of the Rock Falls Recreation Trail Committee – Proposed Walking/Bike Path/Hennepin Canal Committee will take place sometime next spring of 2015. The committee felt that the winter months were not the appropriate time to be working on the trail so it will be sometime in the spring when we meet again.

Director Michael P. Sterba reported there was nothing new since the last Park Board meeting in regards to the RB&W Greenspace Review Committee. However, Mayor Bill Wescott informed Sterba the other day that he was going to have a second meeting of the committee over the next couple of weeks to review any progress that has been made. Also the City of Rock Falls has been notified that they received a \$400,000 OSLAD Grant to help develop the riverfront. This is a positive in the sense that you and I as a taxpayer don't have to pay that portion of the \$400,000.

Director Michael P. Sterba reported that the restroom facility at Dillon Park is starting to move along at a much faster pace. Currently, all of the primer paint has been installed, as well as, two coats of the final paint have been completed. The rest of the painting of the doors and the stripe around the top on the outside will be done in the spring when the weather permits. Also, both the plumber and electrician have been on site. As of the board meeting the plumber should be completely finished with installing all of the plastic drain lines and copper water lines, as well as, the hot water tank and all of the fixtures in both the restrooms as well as the mechanical room. We will not be energizing the water system until the weather permits in the spring, but 95% of the project will be completed here within the next week or so. The plumber plans on also not knocking a hole in our brand new roof to run the vent pipe until the weather permits in the spring. He will also energize the water system to make sure everything is functional and that we have no leaks. Thus it looks like we will be ready for the baseball season to start here in April when the high school starts to play their initial spring ball. As far as the electrician goes they have done a great deal of work as well on the building and they will be wrapping up their work here in the very near future. Sterba expects to be receiving a second round of invoices from Swedberg Construction over the next month to be considered at our February Park Board meeting for payment. After we receive the second invoice Sterba will be meeting with Dick Bauman to go over all of the charges on the invoice to make sure everything is in line with the original bid. It will also be the appropriate time to discuss with Dick Bauman the problems that we have experienced on the project and what form of compensation that the Park Board would like to receive for those mistakes. Sterba will keep the Park Board informed of any new developments in regards to the Dillon restroom facility updates.

In addition to the construction of the restrooms, the maintenance crew was able to complete the improvements to the parking area. This was accomplished by coring out some of the old road and dirt, and replacing it with four truckloads of white rock. It looks great and will be a very welcome addition to the spectators who attend the games.

Director Michael P. Sterba also presented copies of a check for \$10,000 from the Dillon Foundation. The check represents the Park District's fifth and final \$10,000 grant to help underwrite the expenses to replace the restrooms and storage room at Dillon Park and work on concrete walkways to satisfy ADA requirements. As you can see, the letter from the Dillon Foundation states that with this grant the \$50,000 pledge has been paid in full.

Director Michael P. Sterba reported that there was nothing new since the last Park Board meeting in regards to the Centennial Park Street Lighting project. The City of Rock Falls has closed down the project for the year due to inclement weather. We hope to pick it up again in the spring when things become more manageable.

Director Michael P. Sterba reported that there was nothing new since the last Park Board meeting in regards to the ADA Wheelchair Handicap Swing. We plan to install the new swing in Storybook Village sometime in early spring.

Director Michael P. Sterba presented copies of a photograph that appeared in the Daily Gazette in regards to the John Dorenbos memorial bench and plaque recently installed at Bowman Park.

Director Michael P. Sterba reported that the next Park District election will occur on Tuesday, April 7, 2015. Commissioner Bubbers and Stindt are up for six year full terms and Commissioner Nehr Korn is up for a two year unexpired term of Leo Nardini. All three of these candidates have filed their petitions and will be on the ballot in April. No one else has filed for the Park District election. Therefore, it's time to congratulate all three candidates on their landslide win that will occur on April 7, 2015.

Commissioner Walker motioned to certify the Tuesday, April 7, 2015 Coloma Township Park District election ballot and to notify the county as required by law. Commissioner Sigel seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba reported that there was nothing new since the last Park Board meeting on the Jerry Bellini Memorial. As you all know the new memorial bench will be installed at Wallingford Park outside the Major diamond in the spring of 2015.

Director Michael P. Sterba reported that the annual 2015 IAPD/IPRA state conference will be held Thursday through Saturday January 22nd-24th at the Hyatt Regency Chicago. Sterba has made all of the room reservations and registered everyone for the conference as requested. We now need to appoint a delegate that will represent the Coloma Township Park District at the IAPD annual meeting.

Commissioner Walker motioned to appoint Donald E. Stindt the Coloma Township Park District official delegate of the 2015 IAPD/IPRA Annual State Conference. Commissioner Bubbers will be the alternate. Commissioner Nehrkorn seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba reported that the Park District has received the final draft of the Jacob Cantlin memorial from Matthews International. Sterba has sent the proof on to Tom Boesen who is the grandson of Jacob Cantlin and who is representing the family as a whole. As soon as Sterba receives his final approval we will do the final order of the plaque and Matthews Bronze can begin to sculpture Mr. Cantlin's face to be installed on the plaque. We anticipate the dedication of the memorial on April 16, 2015 as part of the Park District's 90th anniversary celebration weather permitting.

Director Michael P. Sterba presented copies of a check for \$1,000 from Mr. Thomas Boesen, the grandson of Jacob Cantlin. The check represents the family's part of the memorial plaque that will be installed in Centennial Park. The \$1,000 check is allowing the plaque to have Mr. Cantlin's face embossed on the plaque in a 3D manner.

Director Michael P. Sterba reported that the 2014/2015 Tax Levy Ordinance has been filed with the Whiteside County Clerk as required by law.

Director Michael P. Sterba presented copies of a check for \$6,606.71 from the Illinois Department of Revenue. The check represents the Park District's Personal Property Replacement Tax Distribution for the month of January 2015.

Director Michael P. Sterba presented copies of the Fall 2014 Men's 35 and Older Basketball League cost analysis for the Park Board's review.

Director Michael P. Sterba presented copies of a check for \$500 from the Rock Falls Optimist Club. The check represents the payment for the Bill Hoefler memorial plaque that was installed recently at Optimist Park.

Director Michael P. Sterba presented copies of the IPARKS 2015 calendar for the Park Board's review.

Director Michael P. Sterba reported that he recently has met with Mr. Peter Dillon of the Dillon Foundation to discuss the problem of the ball diamond lights at Dillon Park. Sterba explained to him that the functional use of the ball diamond lights is nearing its completion. The lights were put up in the spring of 1976 and thus are currently about 39 years old this spring. Sterba explained to Mr. Dillon that the Park District was not in a position to replace the lights at this time with a price tag of roughly \$140,000 – \$155,000 with the estimate provided by Musco lighting. Sterba requested from Mr. Dillon some financial help to replace the lights here in the near future. He agreed at this time to give us \$20,000 with additional consideration to be coming after June of 2015. He also stated that we could use the funds that we have accumulated at Bowman Park for the development of the ball diamond lights at Dillon if we so choose. Sterba told him that we would earmark his funds for the new ball diamond lights and that we would replace them as soon as possible when funding becomes available. He understands that this could take some time and he is willing to help provide some of those dollars here and down the road.

Director Michael P. Sterba reported that he has recently met with Mayor Bill Wescott in regards to the Rock Falls Police Department providing Park District security this summer of 2015. Sterba provided Bill with a duty roster of items that would need to be done on a daily basis at each of the park sites. After a lengthy discussion with Bill he felt that our requests were reasonable and that he would present this to the Police and Fire Committee for their

consideration. The City would then come up with some sort of cost to provide this service and see if we would still be interested in the partnership. Of course we all know that this first year will be a learning process and I'm sure some things will need to be tweaked after the season when we evaluate how things went. Bill said he would want to have a meeting with myself, John Sigel, and Tammy Nelson the new Chief of the Rock Falls Police Department starting March 1, 2015. Currently we are in a little bit of a limbo because Mike Kuelper the chief will be leaving here at the end of February and Tammy starting on March 1st, so the powers to be will be transferred at the appropriate time. Sterba did tell Bill that we were interested in getting started sometime in early April when Little League gets underway and he thought that this was a doable date. He hopes to have that information to me about the cost sometime in February so that the Board can consider the amount by the March Park Board meeting. In regards to the two parks that are outside the city limits namely Logan Park and Joshua Park, the City of Rock Falls is not authorized to provide service at these two parks. However, if Sheriff Kelly Willhelmi agrees to allow the City of Rock Falls to provide security services, meaning locking doors etc, he thought that there would be no problem with providing the services at these two parks as well. Currently, the City of Rock Falls can go outside the city limits but only by request of the Sheriff's Department or State Police.

However, we were just informed yesterday that the City of Rock Falls has declined to do the Park District's security for the summer of 2015. The reason for this is because the City of Rock Falls has just learned that two more officers will be resigning soon to take positions at other police departments in the area. This of course creates a dilemma for the City of Rock Falls in regards to providing proper police service to the city. We received this information from Tammy Nelson the new police chief and she is truly sorry for not being able to provide the service. However, she did state that they would possibly be able to do the 2016 summer Park District security if the City of Rock Falls Police Department came back up to full strength. Thus, we left the door open for future cooperation between the City of Rock Falls Police Department and the Park District in providing summer security service for our facilities.

Director Michael P. Sterba reported that if you recall last year the Park District bid out the renovations of the tennis courts. We postponed the renovations of the tennis courts this year due to the cost involved. The contractors recommended last year that we bid out the project as early as possible in the year so that we might secure the best bids for the tennis court renovations. Sterba has provided the specifications to renovate the tennis courts for the Park Board's review and recommends that we put the tennis courts out for bid to be brought back at the February Park Board meeting. We will be able to discuss the tennis courts at the conference in the exhibit hall with Tennis Court Construction Company in Chicago one of our previous contractors.

After a short discussion, Commissioner Bubbers motioned to put out the Centennial Park Tennis Courts for bid to be sealed and color coated as specified. These will be due at the February 10, 2015 Park Board meeting as presented. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba presented a proposed park maintenance project list for the Park Board's review. Several of the projects would have to be phased in over a couple of years due to the cost.

Director Michael P. Sterba presented copies of the Park District Vehicle and Tractor Analysis for the Park Board's review. These are the current vehicles, their mileage, and condition; as well as, the tractors and equipment we have on hand. Sterba has provided this information so that the Park Board is aware of the age of some of our equipment and how we plan on replacing it in the future.

The Park Board discussed at some length the condition of our tractors and vehicles but at this time made no decision on which ones and when to replace them.

Director Michael P. Sterba then brought up the discussion of our Park Office Assistant Lauren Bell. Lauren Bell has recently graduated from Northern Illinois University with a degree in Nutrition and a minor in Dance Performance. Lauren has worked for the Park District for some time both in our summer programs and in our office. She is very familiar with our

operation and has currently been working in the office since last summer. She is planning on going to graduate school in August of 2015. Lauren is currently making \$8.35 an hour as the Park District Office Assistant. Sterba recommends that the Park District raise her salary to \$9.00 per hour and to waive her IMRF and health insurance participation due to the fact that she won't be here much longer. After a lengthy discussion among the Park Board members Commissioner Nehr Korn motioned to raise Lauren Bell's wages to \$9.00 an hour and to waive IMRF and health insurance participation. Lauren will also be paid for holidays starting January 1st through August of 2015 as listed in the Park District policy manual. Commissioner Stindt seconded the motion. Roll call vote. All ayes. Motion carried.

Director Michael P. Sterba opened a discussion about the possibility of re-carpeting the office and putting new countertops in the reception area. The focus for the new countertops is to bring the office's reception area up to ADA standards. The carpeting of the office is to improve the overall looks of the office setting. The carpet is about 15 years old and is in need of replacement due to the stains that the carpet has incurred over the years. The Park Board instructed Sterba to secure some prices in regards to these two items and to present them at the February Park Board meeting if possible.

Director Michael P. Sterba presented his monthly Director's report to the Board.

IPRA also sent us their monthly Board Meeting Minutes for our review.

The Park District has received the weekly newsletter from the Rock Falls Chamber of Commerce for our review.

Commissioner Nehr Korn motioned to adjourn the Park Board Meeting. Commissioner Walker seconded the motion. Roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, February 17, 2015 at 6:00 PM at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjournment at 8:30 PM

Minutes Submitted by
Michael P. Sterba
Director of Parks & Recreation

Date _____ Donald E. Stindt, Secretary
Coloma Township Park District
Board of Commissioners