

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
April 11, 2017

Board President, John Sigel welcomed new Commissioner Linda P. Logan to the Park Board. Linda was elected at the April 4, 2017 election. As a side note, Mrs. Logan is the first female ever elected to the Coloma Township Park District Board of Commissioners in its 92 year history. President Sigel officially swore Mrs. Logan in as the fifth Park Board Commissioner.

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was held on April 11, 2017. The regular monthly board meeting was called to order at 6pm in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

Present: Commissioners, Walker, Sigel, Bubbers, Stindt,
Linda P. Logan (new commissioner)

Absent: None

Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Walker motioned to approve the regular meeting minutes of March 14, 2017 as presented. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the March 2017 bills in the following amounts:

Corporate Fund	\$	\$4,140.14
Liability Fund		1,821.45
Recreation Fund		14,470.71
Retirement Fund		3,583.62
Bond Construction #36 Fund		9,868.74
Museum Fund		11,546.29
Police Fund		1,061.50
Tee Baseball		2,748.01
Total	\$	49,240.46

Commissioner Logan 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 has worked for us the past month. Also included are total days worked in March and in 2017.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Housing Authority	Partners/ Employment
Days in March	4	0	4	5.5	0	1	0
Days in 2017	7	0	16.5	6.5	0	3	0

Director Michael P. Sterba reported there was nothing new since the last Park Board Meeting in regards to the Dillon Park ball diamond lights, and the Dillon Foundation Grant.

Director Michael P. Sterba reported there was nothing new since the last park board meeting in regards to the Jerry Celletti Memorial monument located at the north end of Centennial Park.

Director Michael P. Sterba reported that there was nothing new since the last Park Board meeting in regards to the Jack McCleary Memorial located at the south end of Centennial Park.

Director Michael P. Sterba reported there has been some movement on the installation of the new pedestrian footbridge at the south end of Centennial Park. Recently, we were able to have somewhat of a dry spell, and we were able to secure Ruthie Rodgers of “Rodgers Trucking” to help us deliver and install rock on the Akiti property at Centennial Park. We were able to have 6 loads delivered with Ruthie spreading them about 200 feet. As we went through the swamp area, we did make the rock about a foot and a half deep so that it will support the heavy equipment that will be coming in the bridge area. Mark Martin is also back on light duty from his workmans compensation injury to his foot. Mark will be coordinating the installation of the new bridge abutments. He has been in contact with Jeff Murray of “Murray Construction”, on how we might keep this project moving forward. Sterba will keep the Park Board informed on the progress being made on the installation of the abutments on the new pedestrian footbridge.

Also, the new sides for the footbridge to make it ADA acceptable are in the process of being painted, and should be installed by the next board meeting.

Director Michael P. Sterba reported that the Coloma Township Park District held an election on Tuesday, April 4, 2017 as required by law. Mrs. Linda Logan was elected to the Park Board for a full 6 year term. Linda is the first woman to serve on the Park District Board in 92 years, congratulations. We should receive the official canvass of the vote from Dana Nelson, the Whiteside County Clerk, in the very near future.

Commissioner Sigel gave an update on the Wallingford Park steel roofs. John and Sterba met with Nim Scanlan to review the process, and to try to finalize a work schedule when the weather breaks.

Director Michael P. Sterba presented copies of a check for \$880 from the Illinois Department of Revenue. The check represents the energy grant the Park District received to purchase a new Energy Star furnace that was installed in the south maintenance building. The check comes from the Illinois Commerce & Economic Development Grant Program.

Director Michael P. Sterba presented a copy of the Sieglinger Park ADA updates and bid specifications. Sterba has been in touch with Dave Weber of “Wendler Engineering”, who did the recent engineering updates for Sieglinger Park due to the initial work being done in 2013. Also in the bid specs, the Park Board needs to discuss starting dates and completion dates so that the contractors are aware of the construction schedule. After a short discussion among the Park Board, Commissioner Bubbers motioned to put the Sieglinger Park project out for bid, and to have it due on Tuesday, May 9th at 1:30pm at the Park District Office, as presented. The results of that bid opening will be read and possibly acted upon at the park board meeting on May 9, 2017 at 6:00pm. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that as you may recall, the Park Board reviewed the 2016 Winter/Spring, Summer, and Fall Recreation Program cost analysis at the March board meeting. The board also felt that it was appropriate that we raise some of the fees to offset some of the costs of the district. Rather than to go over individual programs one by one, Sterba made some recommendations to the Park Board on how we might help increase revenues to offset some of the costs of the programs. Those recommendations are as follows:

1. Increase a minimum of \$2 per recreation program where appropriate.
2. Special events – Increase a minimum of \$3 per special events.
3. Tot Time Program – Increase a minimum of \$5 per session.
4. Volleyball, Basketball, & Softball – Increase a minimum of \$5 per team or player depending on the sport.
5. Each program will be evaluated for its cost and value to the community upon completion of the event.

After a short discussion among the Park Board, Commissioner Stindt motioned to increase the recreation program fees as was recommended by Director Michael P. Sterba. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that Common Wealth Edison has agreed to pay for all costs in regards to the relocation of the backstop by River City Fencing at Logan Park. Enclosed please find a letter from Regina Henson, who represents Common Wealth Edison in the project. They are setting up a time table for their new wiring to be installed along the east border of Logan Park. As you can see, the project is scheduled to commence in September of 2017.

Director Michael P. Sterba reported from the last park board meeting that we are in the process of replacing the Park District's current phone system. This change is due to the aging of our last system which was installed April of 2000. Marc Wolens is assisting in the installation and programming of the new phone system, including the wiring that we initially thought would be done by an outside source. The system will allow us to cancel all of our AT&T hard lines into the Park District Office, and this will save the Park District a considerable amount of money in the future. This new system is basically a no brainer because the pay back on the system will be within 5 or 6 months.

Director Michael P. Sterba reported that he has been in contact with the Park District insurance about getting the new roof put on at the tennis court shelter at Centennial Park. As you may recall, a tree severely damaged the roof by punching a hole in the current structure. Boss Roofing has supplied an estimate for the replacement of the roof, but we have not been able to secure a second bid due to the prevailing wage obstacle. Our insurance company has been made aware of this, and is in the process of finalizing their approval for us to go ahead and have the roof replaced.

Director Michael P. Sterba presented copies of a check for \$11,547.24 from the Illinois Department of Revenue. The check represents the Park District's Personal Property Replacement Tax for the month of March.

Director Michael P. Sterba presented an advertisement stating that the time capsule located at the east end of Seward Riverside Park will be opened on Saturday, August 5th at 10:30am as part of the City of Rock Falls Sesquicentennial celebration. The time capsule was buried 25 years ago at the City of Rock Falls 125th anniversary.

Director Michael P. Sterba presented copies of the 2016 Tee Baseball expense reimbursement. Tee Ball owes the Park District \$2,352.19 that will be paid before the end of our fiscal year on April 30th.

Director Michael P. Sterba presented copies of the 2016 Museum Fund Program Reimbursement for the Little Red Schoolhouse. The reimbursement to the Park District Recreation Fund is \$8,186.33. The reimbursement will be completed before the end of the Park District's fiscal year on April 30th.

Director Michael P. Sterba presented copies of the Rock Falls Little League Diamond Dry & Sparkle (Lime) invoice for the Park Board's review. The invoice will be paid before the end of the Park District's fiscal year on April 30th.

Director Michael P. Sterba reported that the IAPD will host its annual legislative conference on Wednesday, May 3rd at the Crown Plaza Hotel in Springfield. Anyone interested in attending, please let Sterba know so he can make the appropriate reservations.

Director Michael P. Sterba reported the United Way held their annual recognition luncheon on Wednesday, March 15 at Bethel Reform Church in Sterling. Obviously as you all heard, the Whiteside County United Way was able to surpass its goal of \$710,000. This means that the Park District will receive its full funding for 2018 of \$6,500.

Director Michael P. Sterba stated that these motions needed to be approved before the end of our fiscal year to conform with state law in regards to over and under expended line items in the budget. Commissioner Bubbers motioned to approve Transfer of Appropriations General Corporate Fund Resolution #4-11-17-A & Transfer of Appropriations Recreation Fund Resolution #4-11-17-B, which allows for the transfer of funds from any unexpended balance in any of the line items contained in the General Corporate Fund and the Recreation Fund in said budget and appropriation ordinance, and which transferred funds are hereby added to any over expended line items in the General Corporate Fund and Recreation Fund in said budget and appropriation ordinance, and an item to which said transfer is made may be increased to the extent of the amount of transfer. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented the 2017 proposed employee wage policy for the Park Board's review. After a lengthy discussion among the Park Board, the employee wage policy was divided up into four sections as was listed. Section 1 covered the Seasonal Park Maintenance Department. Commissioner Stindt motioned to approve section 1 of the employee wage policy. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried. Section 2 covered the Seasonal Recreation Department. Commissioner Stindt motioned to approve section 2 of the employee wage policy. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried. Section 3 covered Full-Time Office Employees. Commissioner Bubbers motioned to approve section 3 of the employee wage policy. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried. Section 4 covered Full-Time Management Personnel. Commissioner Bubbers motioned to approve section 4 of the employee wage policy. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that the Illinois Department of Natural Resources had their annual trout fish drop on Tuesday, March 21st in Centennial Park. The opening day of the spring trout season was Saturday, April 1st. Again, we had a very good turnout on opening day, the weather and attendance were both good.

Director Michael P. Sterba presented copies of a check for \$250 from Moore Tires. The check represents the sponsorship of the Fall 2016 Recreation Program Brochure.

Director Michael P. Sterba presented information from the IAPD in regards to the proposed minimum wage legislation.

Director Michael P. Sterba informed the Park Board that Zane Richard Anderson, former employee of the Park District, recently passed away. Zane was the Park District painter for many years. Sterba attended Zane's visitation, and paid his respects on behalf of the Park District.

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

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

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

Commissioner Walker motioned to adjourn the Park Board Meeting. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, May 9, 2017 at 6:00 at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjourned 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

