

COLOMA TOWNSHIP PARK DISTRICT  
MONTHLY BOARD MEETING MINUTES  
October 17, 2017

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners for Tuesday, October 10, 2017 was postponed one week due to scheduling conflicts with several board members. The regular meeting was rescheduled for October 17, 2017.

The regular monthly board meeting was held on October 17, 2017. The regular monthly board meeting was called to order at 6pm in the Park District Office located at 508 East 11<sup>th</sup> Street in Rock Falls, Illinois.

Present: Commissioners, Bubbers, Stindt, Sigel, Logan

Absent: Walker

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

Commissioner Bubbers motioned to approve the minutes of the regular monthly board meeting of September 12, 2017 as presented. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the September Bills in the following amounts:

Corporate Fund	\$	198,413.09
Audit Fund		849.81
Liability Fund		1,673.09
Recreation Fund		12,112.83
Retirement Fund		5,469.55
Bond Construction #36 Fund		34,334.27
Museum Fund		719.90
Police Fund		4,217.05
Logan Park Fund		<u>3.15</u>
Total	\$	<u>257,792.74</u>

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 September and in 2017.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Housing Authority	Partners/ Employment
Days in September	4	0	1	4.0	0	0	0
Days in 2017	27	0	25	14.5	0	3	0

Coloma Township: Richard Holcomb

Probation: None

Director Michael P. Sterba reported that a great deal has occurred since the last Park Board meeting in September. All the lights have been taken down at Wallingford Park, and that happened on Monday, the second of October. Elevator Construction of Rock Falls, along with the City Electric Department worked together to take the lights and the poles down, it was quite a project. Complete Electric company of Rock Falls has been at the site and installed all of the panels inside the old concession stand and ran the new conduit underground. They are now moving ahead, getting ready for the new towers to be installed. The towers are expected to be installed on Tuesday, October 17<sup>th</sup>. Representatives of Musco Sports Lighting were out and walked through the project, marked out where the new towers will go, and informed us they would be here on Monday the 16<sup>th</sup> to unload all the poles, concrete foundations, and light fixtures. Drilling for the towers will begin on Tuesday morning the 17<sup>th</sup>, and all of the foundations will be set that day. The light towers will then be set on Wednesday the 18<sup>th</sup>, and from there they will move over to Dillon Park.

Director Michael P. Sterba reported that many things also happened at Dillon Park in the last month. First, all of the light poles and fixtures were taken down on Tuesday, October 3<sup>rd</sup>. We had two poles that gave us a little problem on the first base side of the infield. We were unable to pull them out with the crane. Thus, we are going to cut them off four inches below the concrete level and concrete over the top. Musco Sports Lighting representatives walked through Dillon Park as well. They made sure they knew where all the towers are going to go, and construction at this park will begin on Wednesday or Thursday, October 18<sup>th</sup> or 19<sup>th</sup>. If things go well, we should have all the light poles and towers in the ground no later than Friday or Saturday the 20<sup>th</sup> or 21<sup>st</sup> of October. Brad's people will come behind them putting the wires in, and hooking the lights up. By the end of the month, we should see both ball diamonds lit. Sterba would like to give a lot of credit to the City Electric Department, without them we would not have been able to do what needed to be done. Sterba will be sending a thank you letter to the City of Rock Falls for all their help.

On another note, we have received our first check from the Dillon Foundation regarding their gift of \$5,000 a month for 20 months. We received the \$5,000 for the month of September, and we should be receiving the \$5,000 for October very soon.

On another note, we have been able to contact Mr. Richard Prescott, who grew up in Rock Falls with his brothers Bob and Jim, and he was gracious enough to commit \$25,000 to the project at Dillon Park. Enclosed please find a copy of a check for \$12,500, for which he has given for the tax year of 2017. He plans on giving another \$12,500 for the tax year of 2018. Thus, within the next couple of months we should have Mr. Prescott's \$25,000 in hand. We have also been able to pick up another \$5,000 commitment from Matt Prescott. Matt committed \$5,000 a year for 5 years. The project seems to be moving along in securing the funds needed to make sure the project does not become a burden at the end of the project. Enclosed is a copy of Matt Prescott's check.

As far as the loan from Sauk Valley Bank goes, the signing of the loan will take place the week of October 23<sup>rd</sup>. Commissioners Sigel and Stindt will sign those document for \$160,000 to last a maximum of 5 years with quarterly payments. Sterba feels that the whole project will be paid for in considerably less time, but this way, we do not put any strain on the Park District budget in case of any type of emergency. We can always use some of our bond money in the future if in fact some of our pledges fall apart.

<u>Donor</u>	<u>Commitment</u>
1. Dillon Foundation (\$5,000/month for 20 months starting September 2017)	\$100,000
2. Bowman Park Fund (Current Balance)	\$30,000
3. Dillon Foundation (Donation to Bowman Park \$10,000/year for 5 years)	\$50,000
4. McDonald Funeral Home	\$5,000
5. Jeff Moore – Moore Tires	\$1,000
6. Matt Prescott (\$5,000/year for 5 years)	\$25,000
7. Park District Tee Baseball Fund (Contingency Money if Needed)	\$10,000
8. Richard Prescott (\$12,500 check already obtained)	\$25,000
9. Edwin Blosser – Disposal of Old Fixtures	\$1,000
TOTAL	<u>\$247,000</u>

Director Michael P. Sterba reported that we have finally come to an agreement with Mrs. Celletti on what her bronze plaque will entail. She has decided with her family on what the wording on the plaque will be. We should receive that plaque in the next couple of weeks. When we receive the plaque, Sterba will take it to Doty brothers in Sycamore to have the bench made. We still plan to have the bench installed this fall, and having the dedication prior to Thanksgiving.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting in regard to the Jerry Celletti Memorial Monument at the north end of Centennial Park. The dedication of the monument will still take place sometime this fall.

Director Michael P. Sterba reported that over the last month the Park Maintenance crew has been able to finalize the work around the new footbridge in Centennial Park. As you all know, last month we had poured the sidewalk. This month we back filled the sidewalk and have back filled some of the dirt around the footbridge along the east and the west sides. We have also seeded the areas around the bridge and placed decorative woodchips so that the bridge looks complete. When all the grass comes in and the landscaping is complete the project will be a great addition to the park. The only thing we need to have done before the winter comes is to install a bollard on both the east and the west side of the bridge to keep snowmobiles and other off-road vehicles from driving on the bridge.

Director Michael P. Sterba reported that Nim Scanlan from the Rock Falls Little League has been consistently working on installing the new roofs at Wallingford Park. Nim is currently finishing up the third base dugout on the B diamond, and he now plans on moving to the first base dugout on the B diamond. Nim is dead set on making sure the entire project is done sometime this fall.

Director Michael P. Sterba reported that as you may recall, at the last Park Board meeting, the Sieglinger Park ADA updates have been completed. We have received the invoice from Murray & Sons Construction. However, Sterba walked through the completed project with Dave Weber of Wendler Engineering, and we both decided that some back fill and dirt work still needed to be done, along with seeding, fertilizing, and replacing of straw to prevent erosion. That work, for the most part, has been completed, and we are waiting for Lee Murray to come and ask for a final inspection of the project. If any additional work needs to be done we will point that out at the final inspection with Wendler Engineering. Sterba does not believe Murray Construction wants to wait to much longer to be paid since we owe them \$26,000. Sterba believes they will finish this project in the very near future so they can get the money coming to them.

Director Michael P. Sterba reported that over the last month, River City Fence of Clinton, Iowa, removed the fence at Logan Park that was in the way of the new power lines being installed along the east border of the park. River City Fence then moved the entire backstop 20 feet straight west, and installed new upright posts for the new backstop. The fabric, cross arms, and all connecting hardware will be installed after the new power lines are complete.

Director Michael P. Sterba reported that as you may recall, in the past we have had a problem with a vagrant squatting at Bowman Park. We thought we had this problem taken care of with the cooperation of the Rock Falls Police Department. However, Mr. Dennis Meiners came back to town, and has taken up residency at Veteran's Memorial Park. Again, the City of Rock Falls and the Police Department are very unhappy with the situation. Mr. Hermes has lice as well as a number of other problems, and the police do not want him in their cars. Sterba has been in contact with Police Chief, Tammy Nelson, and she is looking into trying to get the V.A. to come and take this gentleman away. Unfortunately, he has constitutional rights that does not give the city a lot of leeway. Sterba will keep the Park Board informed on what will happen with Mr. Meiners down the road.

Director Michael P. Sterba reported that as you all know, Mark Martin retired on Thursday, August 31<sup>st</sup>. We took Mark out for a retirement dinner last week at Candlelight, and presented him with the \$300 check and card that the Park Board was so generous to provide for his long service with the Park District. Again, he thanked the Park Board for all of their consideration over the years, and he wishes us well in the future.

Director Michael P. Sterba reported that the public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$270,000 General Obligation Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protection of the same and existing land and facilities of District and for the payment of expenses incident thereto. Park Board needs to approve putting out for bid, the \$270,000 of general Obligation Park Bonds to be issued on December 1, 2017. Prior to making that motion, the Park Board needs to have a public hearing regarding the sale of the park bonds. After we put the park bonds out for bid, they will be due at the November 14, 2017 Regular Park Board meeting. Commissioner Bubbers motioned to go into a public hearing in regard to the sale of \$270,000 of General Obligation Park Bonds to be issued on December 1, 2017. Commissioner Logan seconded the seconded the motion, roll call vote, all ayes, motion carried. President Sigel then asked for any comments, pro or con, regarding the sale of the park bonds. Hearing no comments, president Sigel asked for the public hearing to be closed. Commissioner Stidnt motioned to close the public hearing and open up to the regular session of the Park District. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried. Upon coming out of the public hearing, Commissioner Logan motioned to put the \$270,000 worth of General Obligation bonds to be sold on December 1, 2017 out for bid to any and all financial institutions that wish to provide a bid. The bids are due on November 14, 2017 Park Board Meeting at 5:00 pm at the Park District Office. Bids will be opened that night at the regular Park Board meeting. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

President John Sigel stated, the Park District had received two bids in regard to the removal and cleanup of a number of trees in Centennial Park. The results of those bids are listed as follows:

Bidder	Bid
Cole Tree Service: Rock Falls, IL	\$9,000
Ballard Tree Service: Rock Falls, IL	\$11,500

After a short discussion, Commissioner Stindt motioned to approve the low bid of Cole Tree Service of Rock Falls, Illinois for a total cost of \$9,000. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that he spoke with Bill Leftwich about possibly developing a master plan for the Park District over the winter for the Akiti property. This would provide us a jumping off point to give us an idea of where we might want certain things, and how we might want to develop the property in the future. Again, this will only be a starting point, we will be able to make any changes the Park Board sees fit down the road.

Director Michael P. Sterba presented copies of a thank you letter from the Pink Heels people thanking the Park District for our help in providing a major national event in Rock Falls.

Director Michael P. Sterba presented copies of a check from Moore Tires for \$250. The check represents the sponsorship for the Park District's 2017 Summer Recreation Program Brochure.

Director Michael P. Sterba presented copies of a check for \$5,191.28 from the Illinois Department of Revenue. The check represents the Park District's personal property replacement tax allocation for the months of August/September.

Director Michael P. Sterba presented copies of a check from the Illinois Public Risk Fund for \$500. The check represents a grant award from the IPRF for safety and educational purposes. The Illinois Public Risk Fund is the Park District's Workman's Compensation insurance carrier.

Director Michael P. Sterba reported that the IAPD/IPRA state conference will be held Thursday through Saturday, January 18<sup>th</sup> through the 20<sup>th</sup> at the Chicago Hilton. Anyone interested in attending should please let Sterba know so that he can make the appropriate reservations.

Director Michael P. Sterba presented copies of an article in the Daily Gazette from Friday September 29<sup>th</sup> involving the Wipfli's community day. Representatives from Wipfli's accounting service in Sterling sent 12 volunteer representatives to help paint the buildings at Wallingford Park. Fortunately, we had great weather and the workers did a great job.

Director Michael P. Sterba presented copies of the Treasurers Report of Receipts and Disbursements for fiscal year May 1, 2016 through April 30, 2017 for the Park Board's review.

Director Michael P. Sterba presented copies of the fourth tax distribution from the Whiteside County Collector. The county has deposited our fourth tax distribution of \$213,722.57 into the Park District General Fund. The Park District bookkeeper then distributes those funds into the Park District's 12 funds respectively.

Director Michael P. Sterba presented copies of a letter from the Illinois Department of Revenue. The letter states that we were over paid for our personal property tax in the past. The state will not be seeking reimbursement for those funds, as stated in the letter.

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Director Michael P. Sterba presented copies of IPARKS updates for the fall of 2017. The quarterly newsletter normally features a variety of liability issues that affect park districts throughout the state of Illinois.

Director Michael P. Sterba reported that the IDNR made their biannual trout drop into Centennial Park. Opening day of the trout season in Illinois is this Saturday, October 21<sup>st</sup> at 5:00am.

The Park Board discussed a number of maintenance issues they would like to see completed. After discussion among the Park Board, commissioner Bubbers motioned to remove all of the parking lot posts and cables along the east and north boarder of Wallingford Park, and to remove all of the posts and cables at Sieglinger Park as well. Commissioner Stindt Seconded the motion, roll call vot, all ayes, motion carried.

Also, Commissioner Bubbers motioned to cut off the top points of the posts that run along the south ally at Optimist Park. Bubbers also authorized the purchase of plastic post caps to attach to the posts so that rotting will not be an issue in the future. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Regarding the Wallingford Park project, Commissioner Stindt authorized to purchase 4 no parking signs, to be placed along the east border of Wallingford Park to keep people from parking anywhere they so choose. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented his monthly Director's Report to the board.

IPRA also submitted their monthly Meeting Minutes for our review.

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

Commissioner Bubbers motioned to adjourn the Park Board meeting.

Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, November 14, 2017 at 6:00 pm at the Park District Office located at 508 East 11<sup>th</sup> Street in Rock Falls, Illinois 61071. The meeting scheduled for October is one week later than our normal monthly meeting due to scheduling conflicts with the Park District Commissioners.

Adjourned at 8:00 PM

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Minutes Submitted by

Michael P. Sterba

Director of Parks & Recreation

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Date

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Donald E. Stindt, Secretary

Coloma Township Park District

Board of Commissioners

