

COLOMA TOWNSHIP PARK DISTRICT  
MONTHLY BOARD MEETING MINUTES  
March 13, 2018

The regular monthly board meeting was held on March 13, 2018. 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, Logan, Sigel, Walker, Stindt

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 February 20, 2018 as presented. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Walker motioned to approve the February Bills in the following amounts:

Corporate Fund	\$	13,163.32
Audit Fund		7,538.34
Liability Fund		7,524.25
Recreation Fund		4,271.30
Retirement Fund		4,123.34
Bond Construction #36 Fund		7,583.50
Museum Fund		1,159.38
Police Fund		<u>193.53</u>
Total	\$	<u>45,556.96</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 have worked for us the past month. Also included are total days worked in February and in 2018.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Housing Authority	Partners/ Employment
Days in February	0	0	1	8	0	0	0
Days in 2018	0	0	4	8	0	3	0

Coloma Township: Richard Holcomb

Whiteside County Court Services: None

Director Michael P. Sterba reported on the Wallingford and Dillon Park ball diamond lights.

1. Musco Lighting is still planning on doing a lighting scan at both Dillon and Wallingford Park to make sure the lights are at adequate foot candles. That project has to be done with no snow on the ground. We are hoping to have it done by the end of the month.
2. Enclosed is a letter from Mr. Dillon making the \$5,000 monthly donation for the lights. Attached is the IRS letter provided by the Park District to the Dillon Foundation so that it becomes a legal tax deduction for the foundation in the future.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting regarding the John Celletti Memorial Bench. It looks like the family will have a dedication ceremony sometime this spring.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting regarding the Jerry Celletti Memorial Monument at the north end of Centennial Park. Sterba believes the Celletti family is planning on doing the dedication ceremony sometime this spring.

Director Michael P. Sterba stated that there was nothing new to report since the last park board meeting regarding the pedestrian bridge at the south end of Centennial Park.

Director Michael P. Sterba stated that there was nothing new to report since the last Park Board meeting regarding the Wallingford Park steel roofs. However, as discussed at previous meetings, the Park Board needs to have a serious discussion about how we are going to handle the silver storage building at Wallingford Park. We need to decide if we want to side it and put a new roof on it, or something different. As we all know, Nim Scanlan did not have enough materials to complete that building, but it might be something he would be willing to complete if the Park Board agrees to pay for the materials. First, we need to get an idea of where we want to start.

Director Michael P. Sterba reported that the new backstop has been installed at Logan Park by River City Fence of Clinton, Iowa. Dan Wheeler, the owner of River City Fence has submitted an invoice so that we can get him paid. Sterba sent the bill on to Common Wealth Edison so we can be reimbursed for the work. Dan Wheeler of River City Fence will also provide us with a lien waiver upon receiving his check for the project. Sterba presented copies of a check from the Environmental Resources Management Inc. for \$6,018 for the new backstop that was recently installed on the east side of Logan Park, by River City Fence of Clinton, Iowa.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board meeting regarding developing a master plan for the Akiti property on the southwest corner of Centennial Park.

Director Michael P. Sterba reported that he had recently met with attorney Allison Fagermen, whose office is on 1<sup>st</sup> Avenue in Rock Falls. Allison and Sterba had quite the conversation, discussing the type of legal services the Park District would need. We also discussed what kind of legal work former Park District attorney, Greg Schott, provided us. Allison also called Greg Schott to better understand what her responsibilities would be, as well as how Greg billed us for his services. Enclosed please find a letter from Allison accepting our offer of being the new Park District attorney, under the same terms Greg Schott used. As you can see by the letter, she will only charge us when we use her services, and not charge us a retainer fee. If in agreement, the Park Board needs to approve Allison becoming the new Park District attorney. After a short discussion among the Park Board, Commissioner Bubbers motioned to appoint Allison Fagerman, of Rock Falls, the new Park District attorney, replacing retired attorney Greg Schott. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

The Park District has also received a thank you card from Greg Schott for the gift card we presented him with, as well as the opportunity of being the Park District's attorney for such a long time.

Director Michael P. Sterba reported that he had recently met with Diana Verhultz, Executive Director of the Whiteside County United Way. Sterba explained to her the discussion he had with the Park Board at our last meeting, and she understood the reasoning for this year not being the best year for Sterba being the co-chair of the campaign. However, Sterba did offer to become the co-chair for the 2019 campaign, and she enthusiastically took his offer. Sterba will do the same duties as he has in the past for the Park District for the 2018 United Way campaign.

Director Michael P. Sterba reported that he had been in contact with the Rock Falls City Administrator, Robin Blackert about where the City stood on mowing the remainder of Kiwanis Park. Sterba gave the results of that discussion at the Park Board meeting.

Director Michael P. Sterba reported that he had a copy of all the board member's economic interest statements except for Commissioner Stindt, who was on vacation. Now that Sterba has received that document, he will file all of them with the Whiteside County Clerk, as required by law.

Director Michael P. Sterba reported that he had the pleasure of attending the Rock Falls Chamber of Commerce annual dinner that was held on Thursday, February 22, 2018 at the Rock Falls Days Inn. Unbeknownst to Sterba, he received the first ever Professional Service of the Year Award from the chamber for his lifetime achievements working for the Park District and the community over the last forty years. Receiving this award was a great honor, and he was thoroughly surprised.

Director Michael P. Sterba reported that at the last meeting he presented the Park District's 5-year capital development plan, vehicle analysis, and equipment analysis for the Park Board's review. Obviously, we did not have a whole lot of time to spend on this report, so he suggested that the board take a moment and seriously look at this at a future meeting to determine exactly what the Park Board would like to complete over the next few years. Sterba felt that a good time for that would be at the next special meeting of the Park Board when they discuss the guidelines for hiring a new Park District Director. You should have an ample amount of time to look over the documents and make some decisions. One project we spoke about several times in the past is building a new shelter and restrooms at the south end of Centennial Park. Sterba suggested that this project be tackled soon so that it can be completed in a reasonable time frame.

Director Michael P. Sterba presented copies of a check for \$4,134.18 from the Illinois Department of Revenue. The check represents the Park District's Personal Property Replacement Tax for the months of January and February.

Director Michael P. Sterba presented copies of a check for \$1,000 from Moore Tires. The check represents the donation made by Jeff Moore to the lighting fund for Dillon Park. Moore Tires will not be on the advertisement sign at Dillon Park since we had a \$5,000 requirement to be put on the advertising sign.

Director Michael P. Sterba presented copies of a check for \$1,559.17 from the Rock Falls Civic Fund. The check represents the Park District's 1<sup>st</sup> quarter distribution from the Rock Falls Civic Fund. The Rock Falls Civic Fund is a sub agency of the Whiteside County United Way.

Director Michael P. Sterba presented three quotes for spraying various park sites this summer for the Park District. We have three businesses that are quoting 6 locations. Commissioner Walker motioned to approve the low bid of Green & Clean Lawn Services of Morrison, Illinois, to spray all 6 locations, 4 times per year as required in the bid specs and shown in the various quotes. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Vendor	Location	Cost per application	
Tru Green Commercial Rochelle, Illinois	A. Bowman Park (Grass Area)	\$149.00	
	B. Commissioner's Garden	\$69.00	
	C. Park Office	\$40.00	
	D. Schoolhouse/Shuffleboard/Caboose	\$139.00	
		<b><u>Total \$397.00</u></b>	
	E. Bowman Park Riverfront (Rip Rap) (Non Select Weed Control)	\$263.93	
	F. Seward Riverside Park (Rip Rap) (Non Select Weed Control)	\$263.93	
		<b><u>Total \$527.86</u></b>	
Green & Clean Lawn Services Morrison, Illinois	A. Bowman Park (Grass Area)	\$101.00	
	B. Commissioner's Garden	\$50.00	
	C. Park Office	\$50.00	
	D. Schoolhouse/Shuffleboard/Caboose	\$100.00	
		<b><u>Total \$301.00</u></b>	
	E. Bowman Park Riverfront (Rip Rap) (Non Select Weed Control)	\$240.00	
	F. Seward Riverside Park (Rip Rap) (Non Select Weed Control)	\$565.00	
		<b><u>Total \$805.00</u></b>	
National Landscaping Sterling, Illinois	A. Bowman Park (Grass Area)	<u>Grub Control</u>	
	B. Commissioner's Garden	\$185.00	
	C. Park Office	\$275.00 Value	
	D. Schoolhouse/Shuffleboard/Caboose	\$ 55.00	\$
		83.00	
		\$ 65.00	\$
		98.00	
	E. Bowman Park Riverfront (Rip Rap) (Non Select Weed Control)	\$150.00	
		\$225.00	
	F. Seward Riverside Park (Rip Rap) (Non Select Weed Control)	<b><u>Total \$455.00</u></b>	<b><u>Total</u></b>
<b><u>\$681.00</u></b>			
	\$245.00		
	\$195.00		
	<b><u>Total \$440.00</u></b>		

Director Michael P. Sterba presented a quote from Security Pro of Illinois to provide their services to the Park District for the 2018 season. The quote was the same as last year, at \$19.30/hr/security officer and time and a half for any hours worked outside of the specified hours. Commissioner Logan motioned to approve the Security Pro of Illinois to provide their services to the Park District for the 2018 season. Commissioner Stindt seconded the motion , roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented his retirement letter and support documents that cover his exit strategy. After a discussion among the Park Board, Commissioner Logan, with regret, motioned to accept Director Michael P. Sterba's resignation, effective Friday, August 31, 2018. Commissioner Logan also stated that the Park Board will accept the other documents pertaining to Sterba providing his services for September, October, November, and December for certain projects in exchange for paying his and his wife's health insurance, as presented. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented copies of a letter from the Rock River Hospice and Home, thanking the Park District for its \$50.00 donation in loving memory of Mr. Richard Prescott.

Director Michael P. Sterba reported that Matthew Hicks has requested that the Park District allow him to use Seward Riverside Park for a water ski show on Saturday, July 21<sup>st</sup> from 1:00-3:00 pm. The show will be free to any interested individuals, and the Park District will not have to provide any special services.

Director Michael P. Sterba reported that we had a Thomas Beggs of Rock Falls who is a registered sexual predator in Centennial Park in recent days. Apparently, he was recognized, and the police were called. Mr. Beggs was then escorted out of the park by Officer Riley.

Director Michael P. Sterba reported that we had some graffiti painted on the newly painted dugouts at Wallingford Park. We believe the graffiti is a direct result of a complaint made by Mr. & Mrs. Steve Mulvaney who live just west of the B Diamond, which is in the Northwest corner of Wallingford Park. They have complained about high school kids smoking marijuana in the dugouts at the B Diamond. She believes that because she tried to get them to move to another location, they retaliated, and spray painted the dugouts. She has asked that the Park District add some additional lighting, directed toward the first and third base dugouts on the B Diamond. The Park Board has authorized Director Sterba to look into this situation, and to report back later.

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 Walker motioned to adjourn the Park Board meeting until Tuesday, March 27, 2018 at 5:30 at the Park District Office. The meeting is being adjourned to March 27<sup>th</sup> to discuss the logistics in replacing Director Michael P. Sterba's position with the Park District.

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

Next meeting is scheduled for Tuesday, March 27, 2018 at 5:30 pm at the Park District Office located at 508 East 11<sup>th</sup> Street in Rock Falls, Illinois 61071.

Adjourned at 8:30 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

