

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
March 11, 2014

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was postponed to Thursday, March 13, 2014 due to schedule conflicts of Board Members and lack of quorum.

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was called to order on Thursday, March 13, 2014 at 6:30 p.m. in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

Present: Commissioners Sigel, Walker, Stindt and Nehrkorn
Also Present: Michael P. Sterba, Director of Parks & Recreation
Absent: Commissioner Bubbers – (vacation)

Commissioner Walker motioned to correct the February 11, 2014 minutes by striking the paragraph on page 4 regarding the employees conducting private business on Park District time. Commissioner Stindt seconded the motion. Roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the minutes of the Regular Monthly Board Meeting on February 11, 2014 as corrected. Commissioner Nehrkorn seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the February bills in the following amounts:

Corporate Fund	\$	14,313.26
Liability Fund		1,870.78
Recreation Fund		3,913.97
Retirement Fund		3,555.48
Bond Construction # 31 Fund		5,038.36
Museum Fund		206.76
Bowman Park Fund		195.52
Police Fund		539.00
Total	\$	29,633.13

Commissioner Walker 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 February and in 2014.

	Coloma TWP	TS Staffing	Probation Dept.	Whiteside County Housing	Dept. Human Services	Experience Works	Partners/ Employment
Days in January	11.5	0.00	5	2	0.00	0.00	0.00
Days in 2014	33.5	0.00	11.5	2	00.0	0.00	0.00

Probation: Cody Hall
Coloma Township: Sherri McLaren Richard Holcomb, Corina Bell, Jerome Fredrick,
Paul Drake

Director Michael reported that the Rock Falls Recreation Trail Committee – Proposed Walking/ Bike Path/ Hennepin Canal Committee Meeting will take place on Thursday, March 13, 2014 at 12:00 PM at Rock Falls City Hall.

Director Michael P. Sterba reported there was nothing new since the last Board Meeting in regards to the Splash Pad at Centennial Park. Sterba has not heard from Mr. Art Johnson in regards to his consideration of possibly building a new family picnic shelter and or playground area at the south end of Centennial Park.

Director Michael P. Sterba presented the proposal from Metro Enforcement to provide the Park District's security for the summer of 2014 season. After a short discussion Commissioner Walker motioned to approve Metro Enforcement to provide the 2014 summer security services for the Park District as presented in the contract. Commissioner Nehrkorn seconded the motion. Roll call vote, all ayes, motioned carried.

Director Michael P. Sterba reported that he has not heard any news in regards to the Guinness Book of World Records. Sterba has not heard from Mr. Gary Murphy or Mr. Joe Duncan in recent weeks in regards to continuing logistics that need to be in place prior to the May 3RD and May 4th event. Sterba will contact these gentlemen to make sure that we are ready to go on May 3rd.

Director Michael P. Sterba presented the entire commissioner's manual and employee manual documents for the Park Board's review. The Board only needs to pull out the old manuals from the binders that were provided and insert the new copies for your reference. The Park Board does however need to pull out the cigarette smoking policy as well as the cell phone policy and insert them into your new policy manuals as provided. These two policies did not change from the original that the Board had approved years ago.

Also enclosed is a blank form employee evaluation for Director of Parks and Recreation Mike Sterba. The blank evaluation form for Director Sterba went to each Board Member to fill out between now and the next Board Meeting. Sterba assumes that the Board's personal evaluations will then go to President Sigel to be compiled into one final evaluation to be presented to Sterba for his input. Sterba also will present the five other full time employee evaluations at the April Park Board Meeting.

Director Michael P. Sterba reported that the upcoming Primary Election will be held on Tuesday, March 18 at the Little Red School House. Sterba did check with Dana Nelson, The Whiteside County Clerk in regards to the question the Board had at last month's meeting about liability insurance. Dana said that there was no policy in effect on behalf of the county and that obviously the property owner, which would be the Park District would be liable in case anyone were to get hurt during the election process. The Park District has held elections at the Little Red School House since its inception in 1985.

Director Michael P. Sterba reported that Tim Wilson, The Executive Director of The Rock Falls Tourism Committee recently held a meeting among all the various Museum Organizations in the area. Tim is looking to form a Museum Alliance among these groups in order to share information and network between them so that if we have a group of tourists come to town they can have more than one activity provided for them by the various museum groups available.

Director Michael P. Sterba reported that bids for the construction of the Dillon Park Rest room/Storage Room Facility were due Tuesday at 1:00 PM at the Park District Office. The results of that bid opening are here tonight presented by Dick Bauman from Wendler Engineering. After a lengthy discussion among the Park Board Members, Commissioner Stindt motioned to approve the low bid of Swedberg and Associates of Sycamore, IL as the low bidder for \$124,226.00, plus adding the approval of the roof alternate bid number two to install a metal roof for an additional \$6,000.00 which brings the total bid to \$130,226.00. The project is scheduled to begin after August 15th and must be completed by November 15, 2014 as listed in the bid specifications. There will be a \$100.00 per day penalty for the project not being completed on time. Commissioner Walker seconded the motion. Roll call vote, all ayes, motion carried.

Director Michael presented copies of the City of Rock Falls Broadband Strategic Plan as initially proposed by the Rock Falls Electric Department. The plan will be sent out to all Electric Department customers for feedback for future reference.

Director Michael P. Sterba recently received a voicemail from Mr. Mike Pappocia, the Athletic Director at Newman High School. Mike stated that he had not forgotten about our request for help with the repairs to the tennis courts at Centennial Park. He also stated that we should be receiving a check in the next couple of weeks to help offset some of the repairs. He did not state how much the check would be or who it was coming from. Sterba did call him back and left a voicemail for him stating that we did receive his message but had not received a check. If we don't hear anything from Mr. Pappocia in the next week or so Sterba will again remind him of his promise. Since that set of emails between Mr. Pappocia and Mike Sterba, the Park District did receive a check for \$500.00 from Newman High School in regards to helping with the repairs to the tennis courts. Sterba stated that he was going to send a Thank You Letter on behalf of the Park District to Newman for their good will gesture. The Park Board also suggested that in our letter that we ask Newman High School to make a \$250.00 annual donation as a good will gesture for the use of the tennis courts. Newman High School has used the tennis courts for more than 30 years free of charge and The Park Board felt that it was not too much to ask for a small donation annually to help maintain the facility.

Director Michael P. Sterba presented copies of a check for \$2,260.61 from the Illinois Department of Revenue. The check represents the Park District's Personal Property Replacement Tax Distribution for the month of January and February.

Director Michael P. Sterba presented copies of the IPARKS Update for the spring of 2014. The IPARKS Newsletter is very beneficial in that it generally provides information pertaining to problems that other park districts have experienced throughout the state. IPARKS is here to reduce our liability risk whenever possible.

Director Michael P. Sterba reported that the Rock Falls Tourism Committee will now be printing out a newsletter for all Rock Falls citizens. I don't know how often that newsletter will be printed but I am sure as more information becomes readily available the newsletter will be more prominent.

Director Michael P. Sterba reported that "Bridge the Community's Race Committee" initial meeting was held on February 25, 2014. As you recall from last year, there is a race between Sterling and Rock Falls that encompasses a small portion of Centennial Park run during the Mexican Fiesta in September. Enclosed find copies of the minutes of that meeting for the Park Board's review.

Director Michael P. Sterba presented copies of a letter from the Whiteside County Court Services stating that Mr. Cameron Keefer pled guilty to the damage of the Tennis Courts, the windows in the Little Red School House and the drinking fountain at the Lion's Shelter. As you can see by the letter, the court ordered restitution of \$3,000.00 regarding these three incidents. The court could only order the \$3,000.00 restitution due to the fact that the Park District's insurance paid the balance of the damage done. The court has ordered that the restitution be paid by December 31, 2015 or the defendant must go back to court and explain to the judge why he has not paid the money.

Director Michael P. Sterba presented the Park District's IMRF 2013 Employee Retirement Reserve Statement for the Park Board's review.

Director Michael P. Sterba presented a quote from Doty Brothers of Sycamore, Illinois in regards to the Concrete Bean Bag Toss Game for the Park Board's review.

Director Michael P. Sterba reported that Dillon Park has experienced some additional electrical problems due to the age of the equipment that currently exists. Sterba has invited Mr. Brad Leuschke from Complete Electric Company of Rock Falls to explain the problems that currently exist and how we might possibly remedy the situation. You also have enclosed a copy of his estimates to repair the electrical system and a map of what is being proposed. The City of Rock Falls is also involved in these discussions and will provide a number of electrical supplies and labor to update the current system at Dillon Park. Unfortunately Mr. Brad Leuschke could not attend this meeting due to a family conflict. The Board chose to table any electrical repairs that need to be done at Dillon Park until a later date when the new restroom facility at Dillon

Park has begun. In the meantime Director Sterba will try to secure some additional cost estimates on the repairs to the electrical system at Dillon Park as requested by the Board.

Director Michael P. Sterba presented a check for \$4,000.00 from Mr. George Logan. This check represents the Logan Family's annual donation to the maintenance and development of Logan Park.

Director Michael P. Sterba announced that the National Parks and Recreation Association will be having their annual conference in Las Vegas in October of 2015.

Director Michael P. Sterba presented the various utility bills for Wallingford Park for the Rock Falls Little League operation during the summer of 2013. The bill included the electric, water and sewer costs for the three diamonds at Wallingford Park. After a lengthy discussion among the Park Board Members it was decided that the Rock Falls Little League Association should pay 50% of the utility cost to run their operation at Wallingford Park. One of the major costs involved in running the three diamonds is the sprinkler system to keep the diamonds irrigated. That water bill as well as coupling on the sewer bill makes for an expensive proposition. Commissioner Stindt motioned to have the Rock Falls Little League Association pay 50% of the utility bills at Wallingford Park for 2013. Commissioner Nehr Korn 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 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 Walker motioned to adjourn the Regular Board Meeting. Commissioner Nehr Korn seconded the motion. Roll call vote, all ayes, motion carried.

Next meeting is scheduled for Tuesday, April 8, 2014 at 6:30 PM at the Park District office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjournment at 9:00 PM

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

Date

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

