

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
February 9, 2016

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners 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, and Bubbers
Absent: Commissioner Nehr Korn and Stindt (Vacation)
Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Walker motioned to approve the regular meeting minutes of January 12, 2016 as presented. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Bubbers motioned to approve the December 2015 bills in the following amounts:

Corporate Fund	\$	12,201.13
Audit Fund		82.96
Liability Fund		2,719.40
Recreation Fund		5,354.66
Retirement Fund		3,769.33
Bond Construction Fund #33		11,000.00
Museum Fund		1,536.05
Bowman Park Development Fund		332.29
Police fund		413.76
Total	\$	37,409.61

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 have worked for us the past month. Also included are total days worked in January and in 2016.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Worker's Comp	Partners/ Employment
Days in January	18.5	0	3.75	0	0	0	0
Days in 2016	18.5	0	3.75	0	0	0	0

Coloma Township: Bill Chesmore, Richard Holcomb, Sherri McLaren, David Vargas, John Barron, Lonnie Anderson, and Corinna Blagg.
Probation: Bruce Sanders

Director Michael P. Sterba reported that the city Rock Falls electric department again has stopped all work in Centennial Park in regards to the installation of underground secondary electric lines for the new street lighting project. The weather has not been conducive for them to continue work and I believe they are done until sometime in late spring when they can get back into the park. In the meantime we will continue to work to come up with the appropriate fixture that we plan on using for the street lights in Centennial Park. Currently we only need 48 fixture heads to replace the current fixtures within the park. I will try to secure as much information as I possibly can so the park board can make an informed decision when we finally do decide on the fixture and what the overall cost of the project to complete will be.

Director Michael P. Sterba stated there was nothing new to report since the last Park Board meeting in regards to the Dillon Park ball diamond lights.

Director Michael P. Sterba reported that there was nothing new to report since the last Park Board Meeting in regards to the Jerry Celletti Memorial Monument. We still plan to complete the monument sometime in late spring so that the family can have an official dedication at their convenience.

Director Michael P. Sterba reported that there was nothing new to report in regards to the Pedestrian Foot Bridge Installation that will take place at the south end of Centennial Park. The weather has not been conducive to the continued progress of the installation of the bridge.

Director Michael P. Sterba reported that the Park Board needs to have a meeting to discuss future retirement of our full-time employees. We need to do this to make sure that everyone is on the same page in regards to how we will handle this issue. The park board briefly discussed this issue and decided that in the very near future the park board would call a meeting to discuss this very important issue.

Director Michael P. Sterba reported that the IAPD/IPRA held their annual State Conference on Thursday through Saturday, January 28th-30th at the Hyatt Regency Chicago. The conference was very well attended and I thought that the conference sessions were very informative. Sterba believes that the commissioners as well as the staff who attended found the conference to be very beneficial.

Director Michael P. Sterba reported at the January park board meeting I presented a first draft of a donation policy for the donation of a tree, park bench, or electronic scoreboard to the park district. The park board needs to review these policies and make any changes they wish. These policies need to be included in our overall policy manual so the general public understands when and how their donation will be handled. President John Sigel stated that since two of our park board members were missing tonight that it would not be appropriate to discuss and take any action upon these proposed policies. Therefore the discussion on these policies will take place at the later park board meeting.

Director Michael P. Sterba presented documents for Whiteside County Board of Review in regards to the Tax reduction request of Cedar Woods Family Apartments and the Rock Falls Family Living Center. As you can see by the document both reductions were approved by the zoning board. The reason for this is that both properties are government controlled and receive government subsidies and they really should have been tax exempt a long time ago.

Director Michael P. Sterba presented copies of the current park district equipment analysis for the park board's review. After a discussion among the park in regards to the park district equipment analysis Commissioner Walker motioned to purchase 2 new Kubota Model number 625 Zero Turn Tractors for the parks district's maintenance operation. Each of the Kubota Tractors will be purchased for a price of \$12,499.00 each.

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

Director Michael P. Sterba presented copies of the current park district vehicle analysis for the park board's review. After a discussion among the park in regards to the park district equipment analysis Commissioner Bubbers motioned to purchase a new 2015 Ford F150 4x4 truck for the park districts maintenance crew. The purchase price of the truck is \$12,499.00 as per the Illinois State bid process.

Director Michael P. Sterba recommended that the park district put out for bid some of the old equipment that the park district has accumulated over the last several years. After a short discussion Commissioner Walker motioned to put out the old equipment for bid to be brought back at the April park board meeting.

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

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

Director Michael P. Sterba presented copies of the park district maintenance project list — 5 year plan for the park board's review.

Director Michael P. Sterba reported that the Rock Falls Chamber of Commerce will host their annual meeting on Thursday, February 25th at the Rock Falls Days Inn. Anyone interested in attending should please let Sterba know so that he may make the appropriate reservations.

Director Michael P. Sterba reported that the park district has not received a Personal Property Replacement Tax Distribution for the month of January.

Director Michael P. Sterba reported that the park district has received a thank you card from former Park Commissioner Gary Hasselbacker. The card is in response to the park district sending a memorial in honor of the recent passing of his mother.

Director Michael P. Sterba reported that the park district has recently received a request from Dana Nelson the Whiteside County Clerk. Dana is requesting the use of Little Red Schoolhouse for the 2016 elections. Those elections include the general primary election to be held on March 15, 2016 and the general election to be held on November 8, 2016. After a short discussion among the park board members, Commissioner Bubbers Motioned to allow the Whiteside County Court to use the Little Red School house for the 2016 elections. Those elections include the general primary election to be held on March 15, 2016 and the general election to be held on November 8, 2016.

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

Director Michael P. Sterba reported that the park board in the past has requested an expense sheet from the River Chase organization. Now that the Rock Falls Tourism Committee is going to be involved in the River chase they have also requested an expense sheet on the River Chase event. Enclosed please find a copy of the 2015 financial report for the River Chase event for the park board's review.

Director Michael P. Sterba presented copies of a report from the Rock Falls Fire Department. The report states the Little Red Schoolhouse has 2 fire violations that they would like corrected. They requested that all flammable materials stored in the storage room be removed which they have been and that the second exit door located on the east side of the building be accessible for patrons to exit in the event of an emergency. That has also been taken care of by our schoolhouse instructor.

Director Michael P. Sterba reported that the park district has been recently informed from the Illinois Department of Natural Resources that the Trout Season in Illinois will open up on Saturday April 2 at 5:00 a.m. The state plans on dropping several thousand pounds of trout in Centennial Park approximately 10 days to 2 weeks from the opening of the trout season.

Director Michael P. Sterba presented copies of the economic interest statement as provided by the Whiteside Clerk. These statements must be completed by all elected officials in the State of Illinois and be filed with your county clerk by May 1st.

Director Michael P. Sterba reported that Joan Fritz has taken over the financial bookkeeping responsibilities from recently retired Dawn Sterba. Director Sterba would like to know how the board would want to proceed with the financial arrangements for Joan Fritz. After discussion among the park board members Commissioner Bubbers motioned to give Joan Fritz a .25 per hour increase in her wages effective immediately for her new position as financial bookkeeper. Any future considerations of wages will be done in the future.

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

One other issue that has come up among the park board currently and in the past is how the park district will or will not be involved with the registration process of the Rock Falls Little

League. After discussion among the park board members, Commissioner Bubbers motioned to no longer take Little League registration after the 2016 season. We agree that the park district office can still act as a clearing house for giving out the forms to individuals but we will no longer take any financial registration of those participants in the future. The park board however does offer the Rock Falls Little League the use of park districts facilities either at our main office or at the Little Red Schoolhouse to be used for registration as long as Little League provides the volunteers to accumulate the documents as well as accept money for the registration of the players.

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

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 a weekly newsletter 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, March 8, 2016 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