

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
April 10, 2018

The regular monthly board meeting was held on April 10, 2018. 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, Bubbers, Logan, Sigel, Stindt
Absent: Commissioner, Walker
Also Present: Michael P. Sterba, Director of Parks & Recreation

Commissioner Stindt motioned to approve the minutes of the regular monthly board meeting of March 13, 2018, and the special adjourned meeting of March 27, 2018 as presented. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Bubbers motioned to approve the March Bills in the following amounts:

Corporate Fund	\$	12,778.50
Liability Fund		3,457.72
Recreation Fund		15,747.79
Retirement Fund		3,461.09
Bond Construction #36 Fund		14,868.73
Museum Fund		20,787.99
Police Fund		540.40
Logan Park		51.18
Tee Baseball		<u>2,698.02</u>
Total	\$	<u>74,391.42</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 March and in 2018.

	Coloma TWP	Best	Probation Dept.	Whiteside County Housing	Dept. Human Services	Housing Authority	Partners/ Employment
Days in March	0	0	3	8	0	0	0
Days in 2018	0	0	7	8	0	3	0

Coloma Township: Richard Holcomb

Whiteside County Court Services: Jessie Quimby

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

1. Musco Lighting is doing a lighting scan at both Dillon and Wallingford Park as we speak to make sure the lights are at adequate foot candles. We should receive the results of those scans within then next couple of days.
2. Enclosed is a letter from Mr. Dillon making the \$5,000 monthly donation for the lights. Mr. Dillon has now reached \$35,000 of the \$100,000 pledge that he has made towards the new ball diamond lights at Dillon Park.

Commissioner Stindt motioned to purchase “Edge-R-Rite II Bed Edger” for the Park District maintenance crew for a total cost of \$1,782.00 + freight, from Turfco Direct. Also, a couple of extra blades should be purchased for the machine. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Board President, John Sigel presented a resignation request from Commissioner Wayne P. Walker to the Park Board for their consideration. After a short discussion among the Park Board members, Commissioner Logan motioned to accept Wayne P. Walker’s resignation from the Coloma Township Park District Board of Commissioners, effective immediately. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Bubbers motioned to appoint Commissioner Linda P. Logan the new Park District Board Treasurer. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that there needed to be some end of the year items that needed to be addressed. These items included the approval of two resolutions, one for the General Fund and one for the Recreation Fund. These allow for the under expended line items in our budget to extend over to our over expended line items to balance the budget out. Commissioner Bubbers motioned to approve resolution #4-10-2018-A for the General Fund, and resolution #4-10-2018-B resolution for the Recreation Fund which allow the transfer of under expended fund for each of those budget items to be transferred to over expended items to balance the budget for the fiscal year. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried.

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.

President Sigel opened a discussion about the pedestrian bridge at the south end of Centennial Park. After a discussion among the Park Board members, Commissioner Logan motioned to name the Centennial Park pedestrian bridge after the Sterba family for Director Michael Sterba’s efforts in securing the bridge and his long time dedication to the Park District. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried. Director Michael P. Sterba stated that he was very honored that the Park Board decided to dedicate the bridge to him in his honor.

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.

Director Michael P. Sterba presented the proposed agreement with the Rock Falls Little League regarding the roof replacement at Wallingford Park in exchange for future utility payments made by the Park District. Commissioner Stindt motioned to approve the Wallingford Park roof replacement agreement with the Rock Falls Little League. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba reported that the new backstop has been totally completed at Logan Park, by River City Fence. The invoice was submitted to Commonwealth Edison and paid for at our last Park Board meeting. River City Fence has been paid in full, and Dan Wheeler has provided the Park District a lien waiver.

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 informed Allison Fagerman that she has been approved by the Park Board, to provide legal services to the Park District in the future. Allison is replacing long time Park District attorney, Greg Schott. Sterba invited Allison to come to our board meeting for a couple of minutes to meet the board and answer any questions they might have. Allison did attend the Park Board meeting, and she was introduced to all the Park Board members with informal introductions.

Director Michael P. Sterba reported that the Park District will be submitting the 2019 request for funding, which is due by next Monday, April 16th. As you all know the Park District receives approximately \$6,500 a year as direct support from the Rock Falls Civic Fund, and an additional \$2,000 from the Rock Falls Youth Council for partnership of various special events. United Way funding is very important to the Park District on an annual basis. Obviously, the Rock Falls Civic Fund is a sub agency of the Whiteside County United Way.

Director Michael P. Sterba reported that there is nothing new to report since the last Park Board meeting regarding the City of Rock Falls mowing Kiwanis Park.

Director Michael P. Sterba reported that the Park District has not yet received a personal property tax distribution from the Illinois Department of Revenue for the month of March.

Director Michael P. Sterba presented copies of a check for \$940.00 from the Illinois Public Risk Fund. The check represents the Park District's over payment of Workmans Compensation for the Calendar year 2017.

Director Michael P. Sterba presented copies of the Rock Falls Little League 2017 utility bills for Wallingford and Dillon Park. Little League is responsible for 50% of both Wallingford and Dillon Park utilities for the 2017 season. Also, the Park District now has agreed to the Rock Falls Little League not paying utilities for the next 5 years. These years include 2018, 2019, 2020, 2021, 2022, in exchange for the installation of the new steel roofs at Wallingford Park.

Director Michael P. Sterba reported that he will be participating, on behalf of the Coloma Township Park District, in the relay for life celebrity pie auction that will benefit the American Cancer Fund on Friday, April 27th. Each agency that participates will receive 10 minutes on the radio to expound upon the benefits of their organization. Sterba will have to provide a homemade pie in the auction which will take place on the radio as we go. All proceeds from the pie auction will go to the American Cancer Society for victims in Whiteside County.

Director Michael P. Sterba presented copies of the 2017 Winter/Spring, Summer, and Fall recreation programs cost analysis for the Park Board's review.

Director Michael P. Sterba presented copies of the 2017 tee baseball league expenses reimbursement for the Park Board's review.

Director Michael P. Sterba presented a copy of the 2017 Museum Fund program reimbursement for the Park Board's review.

Director Michael P. Sterba presented a quote from Sterling Commercial Roofing regarding the purchase and installation of steel roofs on the dugouts and the storage facility at Dillon Park.

Director Michael P. Sterba presented a map provided by the Rock Falls Tourism Committee regarding the St. Andrew's Carnival, to be held across the street from the RB&W Park. I thought you might be interested to see how any future events will be held in the downtown area, without the use of the concrete slab that has recently been sold to a developer.

Director Michael P. Sterba presented the IPARKS spring 2018 newsletter update for the Park Board's review.

Director Michael P. Sterba presented an article regarding the Emerald Ash Borer and how some communities are coping with the catastrophe.

Director Michael P. Sterba presented an article regarding disc golf courses and are they right for your community.

Director Michael P. Sterba reported that he will give an update on how much interest the Park District has received in the Director of Parks and Recreation position.

Director Michael P. Sterba presented the 2018 proposed wage policy for the Park Board's review. After a lengthy discussion and review of each and every job title on the wage policy, Commissioner Bubbers motioned to approve the Park Maintenance Department's 2018 wages. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried. Commissioner Stindt motioned to approve the Recreation Department's 2018 employee wage policy, as presented. Commissioner Logan seconded the motion, roll call vote, all ayes, motion carried. Commissioner Logan motioned to approve the full-time office workers 2018 employee wage policy, as presented. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried. Commissioner Bubbers motioned to approve the full-time management personnel for the Park Foreman, and Superintendent of Parks for the 2018 employee wage policy. Commissioner Stindt seconded the motion, roll call vote, all ayes, motion carried. Commissioner Logan motioned to approve the 2018 employee wage policy recommendation for the Director of Parks & Recreation. Commissioner Bubbers seconded the motion, roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented a quote to install new security lights at the B Diamond at Wallingford Park to be aimed at the two dugouts to prevent future vandalism, and inappropriate use of the field. The cost estimate was received from Complete Electric Contractor of Rock Falls, for a total cost of \$2,290.00. Commissioner Stindt motioned to approve the installation of the new security lights at Wallingford Park. Commissioner Bubbers 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 Logan motioned to adjourn the Park Board meeting until Tuesday, May 1, 2018 at 5:30 at the Park District Office. The meeting is being adjourned to May 1st to discuss the applications submitted for the Director of Parks & Recreation position.

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

Next meeting is scheduled for Tuesday, May 1, 2018 at 5:30 pm at the Park District Office located at 508 East 11th Street in 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

