

Tri-Township Park Board Meeting
Park Board House
December 11, 2002

Approved
12/20/02
Aul to

Meeting called to order at 7:00 by Phil

Roll call: Phil Loethen, Terry Ball, Barb Wright, and Randy Wiesemeyer
Absent: Norm Beck, Louie Simpson, Todd Moore, Tim Greenfield, and Dave Roady

Motion to approve Nov 26 minutes Barb/Randy Ayes: 4-0 Ayes

Correspondence –

Received a CXT credit application.

Received a copy of a letter sent from Cadigan & Cain to accountants.

Received a letter from Norm Beck and the Troy Titans thanking the park for its support through their successful season and referencing an enclosed check to pay for lighting. (No check was received)

Received a letter and check for \$1,000 from FOP for the bandstand. This was deposited into the bandstand fundraising account.

Received an email from Ed Broaderhausen. His church has been using the Wiesemeyer Center basement to meet in and he wants to extend this arrangement for another six months.

Received a Workmen's Compensation insurance quote on \$1,000 deductible.

Received a notice from DCCA that it is time to close out the \$55,000 grant account.

Received IPARKS magazine and misc. IPARKS correspondence.

Received CXT bathroom plans.

Received a request from Girl Scout Troop #539 to be given work projects in the park.

Citizens on the Agenda –

Ed Broaderhausen – Troy Church of Christ.

Joe Barth – Luallen, Clearlock & Barth Accountants.

The commissioners discussed that perhaps there was some confusion regarding the location of the meeting. The meeting the last couple of months had been held in the Wiesemeyer Center. Todd Moore then called and confirmed that he, Louie, Ed Broaderhausen, Tim Greenfield, Joe Barth, and Dave Roady were waiting at the Wiesemeyer Center. They agreed to come to the park office. Barb had arranged to have a Christmas snack after the meeting in the park office.

Thank-You notes –

- 1) Pam and Everett Bohnenstiehl (Troy Grain) – for donating petting zoo food throughout the year.
- 2) Roger Tegmeyer – for donating hay to the petting zoo throughout the year.
- 3) FOP – for the \$1,000 bandstand donation.
- 4) Dean McPeak – for helping work on the new playground.
- 5) John Owens – for helping work on the new playground.
- 6) Congratulation notes were sent to Alan Dunstan, Jean Meyer, and Bob Daiber for their recent election victories.

Louie Simpson, Todd Moore, Tim Greenfield, and Dave Roady arrived at 7:10 PM.

Citizens on the Agenda –

Ed Broaderhausen – Troy Church of Christ.

Ed noted to the board that the Troy Church of Christ had been using the basement of the Wiesemeyer Center to meet each Sunday morning for the past five months. He thanked the board and asked if this arrangement could be continued until June.

Phil noted that the Wiesemeyer Center would be possibly unavailable due to construction and renovation during the Jan/Feb time frame.

Motion: Allow Troy Church of Christ to continue free usage of the Wiesemeyer Center basement until June of 2003 noting that it may be unavailable during construction. Barb/Randy 6-0 Ayes

*Approved
11/2/00
Dave L*

Joe Barth – Luallen, Clearlock & Barth Accountants.

Joe presented the annual audit report. **ATTACHED**

Joe presented that the park was in a very good financial position. He noted that the insurance fund had a balance of \$43,284 and that we could not pay all insurance costs out of this fund.

Phil told Joe that this year they had decreased the levy from \$41,000 to \$25,000. This year the insurance cost were less than \$20,000, but with 9/11 insurance cost would be going up.

Joe alsoe noted that the payment of umpires and referees in the TBSL and TSC were a gray area relative to the kids being employees or independent contractors. Phil said that he thought there was some recent legislation regarding that issue. Phil said he would “check it out” and get back to Joe.

Joe also mentioned that any person earning over \$600 be given a 1099.

Treasurer’s Report -

Dave Roady gave the Treasurer report. **ATTACHED**

Phil noted that we have \$355,000 in Rec & General right now. That is more than we levied. While this seems astounding, it is a result of cost containment. Phil presented a comparison of costs fiscal YTD along with a projection of total costs for the year and a comparison to fiscal year 2000 to explain where the windfall in money was coming from:

	YTD	Projection	2002 Actual	Savings
General Salaries	\$27,000	\$39,000	\$50,611	\$12,000
Office Supplies	\$234	\$400	\$5,971	\$5,500
Rec Salaries	\$21,000	\$30,000	\$75,076	\$45,000
Insurance	\$19,500	\$19,500	\$28,700	\$9,000
Soda	\$1,269	\$1,900	\$654-	\$2,500

Phil noted that last year the soda profit was \$2,200, but that was with eight soda machines, now there are just four machines in the park.

Phil questioned some of the Misc. expenses as to whether they were charged against the correct account. Dave agreed to meet with Phil to discuss and reclassify the expenses under more accurate and specific categories. Phil questioned the rental income. He noted that it was lagging behind what had been budgeted. He asked if we were receiving payment from the Karate class. Dave said he was not sure but would check. Phil said he was concerned about the number of free rentals noting that the list of organizations receiving free rentals was growing ever longer. He said that we should offer free rentals to these organizations through the week and save the weekend dates for people and groups willing to pay. It was decides that Phil and Barb would get together and see how many weekend dates were given out for free and make a recommendation at the next meeting on how to proceed with this.

Motion to approve the Treasures Report Barb/Todd 6-0 Ayes

The bills were reviewed. **ATTACHED**

Todd questioned a bill for \$2,740 from Hurst-Roche asking what it was for.

Louie said that we have paid them \$35,000 and their service was terrible.

There were four bills that were presented that had been received and were not on the bill list. They were as follows:

- \$3,600.00 – Barth Auditing
- \$7,650.00 – Hurst-Roche for Wiesemeyer project engineering
- \$285.08 – FS for propane
- \$150.87 – Superior Service for port-a-potties

Motion: Pay the November bills as presented plus the four noted above and NOT paying the \$2,740 for Hurst-Roche – Total of \$18,991.62 Terry/Louie 6-0 Ayes

Park Superintendent Report – Tim **ATTACHED**

Tim noted that he learned of a Dept of Energy grant at the SIPRA meeting. This grant could be used to replace all existing lighting on Diamond #4. Tim said that he would pursue.

Motion: Accept Superintendent Report Louie/Randy 6-0 Ayes

During discussion on the lights on Diamond #4, the issue of tennis court lights came up. Phil noted that the tennis court lights used to be on a timer that would turn the lights off at 10 PM and were now on a switch that could be left on. Todd said that the lights were being wasted and that during the winter very few people were utilizing the courts at night.

*Approved
1/1/2010
Randy*

Motion: Turn the tennis court lights off until the weather warms up. Todd/Randy 6-0 Ayes

Friends of the Park –

No one from FOP was in attendance.

Barb presented a letter she had received from FOP. **ATTACHED** FOP is requesting to place a billboard in the park to show the progress of donations received for the bandstand.

Motion: Allow FOP to place a fundraising sign, no bigger than 4 feet by 8 feet, near the proposed location of the bandstand west of the Wiesemeyer Center. Randy/Todd 6-0 Ayes

Day Camp –

No report

TBSL Report – Terry

All of the dirt has been dumped on Diamonds 2, 3, 4, and 5. 2003 Signup dates have been set for Sun 1/19, Sat 1/25, Sat 2/1, Sun 2/9, and Sat 2/15. These are planned for the Wiesemeyer Center but will be moved to the park board house if construction does not permit.

TSC Report – No one from TSC in attendance. No report.

Phil noted that he had attended a TSC meeting when the TSC board had voted to recommend a new board member. Phil told the board that he had repeatedly emailed the TSC asking for the name of the person they were recommending for their board. We have not received the person's name.

Terry said that we had not developed any relationship with the TSC in the past 18 months and this was very disheartening as Phil had attended their meetings. They have been invited and encouraged to come to the Park Board meetings. Phil had also made numerous inquiries as to needs of the TSC and the Park has tried to, as quickly as possible, comply with their requests (I.e. the park had fixed the water heater in the soccer concession stand, sprayed for bugs, added an extra port-a-potty, and fixed a broken lock). Terry said this effort on behalf of the park, and Phil, was significant as these things were done only to try and build the relationship with the TSC. Terry continued with the TBSL would not have expected the park to pay for these types of improvements. The TSC had not attended a single park board meeting through the season and had never complied with multiple park requests for rosters, schedules, or standings.

Phil said that he was also concerned that the TSC issue any employee a W-2 form.

Louie suggested simply taking control of their bank accounts and disbanding them as an organization.

Randy agreed and said that while we didn't want to lose the TSC board, they were only there to facilitate coordinated soccer for the Park and that they could be replaced.

Terry said that he hoped that this type of action would be a second or third step only if necessary, but wanted to give them one last chance to comply with the Park's simple needs and begin to attend the Park Board meetings.

Todd asked if we had ever received any indication from them that they were interested in using any of their money saved for lighting to help pay for the lights on the soccer fields.

No one had recently heard from them on this topic.

Terry said again, that he would like to give the TSC the opportunity to step up and support the Park Board by complying with it's requests and also to willingly donate the "light fund" money saved for this purpose over the years.

*Approved
by
Barb
Terry*

Terry agreed to contact TSC President, Steve West, and let him know of the Park's disappointment in the TSC.

Financial – Phil

IPARKS conference is in Chicago in January. The cost to attend is \$220 for the entire conference or only \$130 on Friday. Rooms run \$105 for a single and \$115 for a double. Phil said that he plans on going and that Barb doesn't think she wants to now.

Madison County Community Development Grant –

Phil and Southwestern Construction met with Madison County on Wednesday. We are hoping to get the go ahead and proceed with starting on Jan 6th. Phil said that initially we thought we would be under construction and have stopped taking reservations for the Wiesemeyer Center in Nov and Dec even though it is available.

Motion: Allow rentals of Wiesemeyer Center until 1/05/03. Rentals would be suspended beginning 1/6/02 until further notice. Terry/Randy 6-0 Ayes

Phil noted that the Madison Count grant was a matching grant and that we will have to pay \$10,300 of the total. He felt that Southwestern Construction had already been held up by the County and wanted that when bills for the Wiesemeyer construction start coming in we can go ahead and get them paid rather than waiting for another meeting in January of even February.

Motion: Pay up to \$10,300 to Southwestern Construction as bills are received. Barb/Randy 6-0 Ayes

Madison County Equipment Grant –

Phil attended their meeting and has learned that this grant was scheduled to go out in the spring but due to the elections and waiting for appointments, this may be delayed until County government fills their board.

Madison County Criteria Grant –

Phil said that we were looking at this for \$50,000 for lighting. We have approximately \$570,000 available in grants and in the General Fund. Phil said that he is concerned that if the dirt work portion of the bid comes in higher than expected, we could potentially experience a cash flow problem. He proposed writing the grant request for \$50,000 but not proceeding with the bids on this until March. The board was unanimous in agreeing with him that this would be prudent.

Tax Levy – ATTACHED

Motion: Approve tax levy ordinance 2002-3 as written. Barb/Terry 6-0 Ayes

Phil noted that this was a 3.0% tax reduction and the second straight year of tax rate reduction.

HR Dirt Work Bid Status –

We have received the blueprints from Hurst-Roche with the changes we have requested. They are ready to go out for bid in January if we approve. Phil noted that there were still a few errors on the blueprints. Phil asked Louie, Todd, and Tim to work with him to make the final changes and approve so that we can get the blue prints back to H-R this week.

Phil said that he had received a request from the Fraternal Order of Police for a free rental of the Wiesemeyer Center. They told him they had received this in the past. Tim said that they had. Phil wanted to know if the board wanted to add them to the free use list. It was decided that they would not be added to the list but be given free use this time.

Phil informed the board that he and Terry had had a conference call with an on-line provider who could take all of our Wiesemeyer and Pavilion reservations on-line. The process seemed cumbersome in the opinion of Phil and Terry and that the fee would be \$100 per month and 5% of all reservation fees. Phil and Terry recommended not purchasing this service.

*Approved
in color
msh*

Athletics – Terry

Terry presented the 5-year plan for the park. This was developed with input from Terry, Randy, and Tim. This is needed for future grants. **ATTACHED**

Motion: Accept 5 year plan as written with a modification to last page written as “Research cost and availability of farm property adjacent to southeast corner of park.” To read as “Research cost and availability of property adjacent to park”. Randy/Todd 6-0 Ayes

Insurance - Norm

In Norm’s absence, Phil said that we have changed the Workman’s Comp insurance with no deductible to a deductible of \$1,000, this will save \$186 per year.

Grounds – Todd

Todd noted that when RP Lumber began dismantling the old doors and door frames on the number one pavilion the brick walls were loosened. It appears that the doorframes are holding the walls together. The walls are definitely in need of repair. Todd said that we should store the doors and that his company will send a man over in the next month or so and fix the doorframes.

Randy suggested that maybe we need to get a bricklayer to come in and look at the walls.

Phil said that he would let RP Lumber know that we will not need them to install the doors. He will work with them to pay for the doors but not the installation.

Todd agreed to investigate the problem and make a recommendation to the board.

Louie informed the board that he has discovered a termite problem in the Lee Leonard building. It is in the south section of the building.

Phil said that we need to get a professional in to inspect and propose a solution if needed. Phil agreed to call three providers to get recommendations and quotes and that he would get three more commissioners to approve by phone when completed.

Special Events – Barb

No report

Personnel & Safety – Louie

No report.

Beautification – Randy

Randy reminded the board that we closed the gates last year to save wear and tear on the oil chip roads. He asked everyone if we needed to do it again.

Terry asked Tim for his opinion.

Tim said that he felt the gates did not need to be closed.

Randy asked why we thought we needed them closed last year and reminded the board that when we begin sewer line construction very so we would need to close the gates then anyway.

Terry said that he was not concerned about the paper reporting this negatively as they had last year. He wanted to know what the effect on the roads would be.

Tim said that the roads were oil and chip and that we had not oiled and chipped this past year. The roads would see a lot of hard use in the winter months and that his initial opinion of leaving the gates open was based on his perception of how it would be perceived by the paper and the public.

Louie suggested that leaving the gates open and not plowing the snow would accomplish the same result.

Todd said he thought the gates should be closed.

Phil said that he thought the gates should be left open until construction starts and then they should be closed as a safety issue.

Terry said that if the roads were in danger of being damaged by use in the cold weather that he felt they should be closed.

Motion: Close the Riggin Road and Collinsville gates on Dec 15th until further notice. 4-2 Ayes No votes were Phil and Barb.

Randy said that City Councilman Jay Evans had alerted him to the possibility of free lights and poles available in Granite City. They were 70-90 feet poles and were gone by the time they were looked into. Randy complimented Councilman Evans for working with the Park and trying to help out in our endeavor to provide lighting to the athletic fields.

Randy mentioned that he felt we need some Christmas or winter season lighting and decoration in the Park.

Motion: Spend up to \$250 for Christmas lights for use around the Veterans Memorial. Randy/Todd 6-0 Ayes

Tim notified the board that IMRF was effective when an employee went over 1,000 hours a year and that Roger Gum had passed this point. Roger is now eligible for IMRF.

Phil asked if we should entertain a motion to make Roger full time.

It was decided that this was not necessary as Roger was apparently already working full time hours.

Motion: Adjourn the meeting. 9:15 Todd/Randy 6-0 Ayes

Respectfully submitted by
Terry Ball, Secretary

Approved
12/20/02
[Signature]