

Tri-Township Park Board Meeting  
Park Board House  
April 09, 2003

Approved  
5/14/03  
Drew

Meeting called to order at 7:00 by Phil

The Pledge of Allegiance was recited.

Roll call: Phil Loethen, Terry Ball, Todd Moore, Barb Wright, Norm Beck, and Randy Wiesemeyer

Absent: Louie Simpson,

Also in attendance; Park Superintendent Tim Greenfield, Dave Roady, Mary Ann Barkley, Harry Wright, Doug Brendel, Mae Grapperhaus, Steve West, Cody Rowe.

A moment of silence was observed to honor American Troops in combat.

Norm left the meeting at 7:02

Motion to approve Mar 12 minutes Todd/Randy 4-0-1 Ayes Barb abstained

Motion to approve Mar 12 Executive session minutes and remain sealed. Randy/Todd 4-0-1 Ayes Barb abstained

Correspondence –

Received a notice that we have been awarded a \$50,000 Madison County Grant Award

Received a letter from Cody Rowe detailing a proposed Eagle Scout project.

Received a permit from USDA for petting zoo. Phil noted that our limit on mammals is now 25. It had been 10.

Received notice on the election results. Congratulations to Doug Brendel and Kevin Woodring.

Received a request from Troy Fire Protection Ladies Auxiliary requesting free use of Pavilion #8 on May 17.

Motion: Allow free usage as requested. Barb/Todd 5-0 Ayes

Received a thank you card and letter from Barb Wright for her get-well gift that she received while in the hospital.

Received a request from Wendy Becker, school social worker, to bring a group of students into the park on May 6<sup>th</sup> to tour and pick up trash.

Norm arrives back at 7:10

Citizens on the Agenda – Cody Rowe, Eagle Scout candidate

Cody presented a project proposal, complete with scale drawings, that would add an extension to the existing walking trail just north of the Lee Leonard building down to the shoreline of the lake and connect to a concrete slab that will protrude out into the water five to seven feet. This will allow handicapped access to the lake and fishing. Cody has worked with Schwend's Red E Mix on supplies needed. They will donate half of the total expense of \$389.

Mary Ann Barkley, representing FOP stated that this idea had been discussed at the last FOP meeting and that she believed FOP would want to help financially with the project.

The commissioners were all impressed and in favor of this project.

Motion: Provide up to \$200, if FOP cannot, for Cody Rowe to complete this project. Todd/Randy 6-0 Ayes

Thank-You notes –

Tom Lenzen – for volunteering his time to work on readying the ball diamonds.

Jarvis Road district – for providing the manpower and the equipment to lift an 18-foot window into the senior center sunroom expansion.

Diane Stogsdil and Bethel Baptist Church – for their work in the park.

Treasurer's Report -

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

*Approved  
5/14/03*

Dave noted that he had to set a separate account and will keep \$1 in the account. The bank closed one of the park's accounts when the balance hit zero. The \$1 keeps the account open.

Dave noted that the bandstand funds were now showing as a separate account. He said that he was hesitant to put the money here because it is technically not park money, but he understands that the park controls the money. Dave also suggested that the park should have a future plan for this money if the account were to go dormant and the push for the bandstand was to lose impetus.

Phil said that he had asked Dave to include the bandstand account on all future treasurer reports. Phil continued that he wanted this money to be reported each month so there was a public record of the money. This account is designated as a bandstand account and "while I am here this money will not be spent on anything else but building a bandstand".

Dave said that he had moved \$34,500 out of the General fund and into the Insurance fund. He said that the auditor's report showed that we were using money out of the Insurance fund for insurance reasons that technically should be paid for out of the general fund. This move would correct three years worth of mistakes.

Phil said that he was completely unaware that Dave was going to move any money, and he was confident no one else on the board was aware that money was going to be moved. The board certainly never voted to move any money. Phil continued that the park currently pays the general insurance and workman's comp out of the insurance funds. The current fiscal year that total was around \$19,000. Previously, we also paid health insurance out of the insurance fund, but since Craig left the park last year we have not been paying any health insurance benefits. Phil continued that his only recollection regarding the insurance fund was that health insurance should be considered a benefit and not taken out of the insurance fund.

Dave said that Joe Barth had told him, that in his opinion, general insurance should not come out of the insurance fund, and his audit report reflected that opinion. Dave said that his moving the money made the park's financial position match the audit report.

Norm said that he felt we should not be moving money to correct past errors, but only correct the distribution going forward.

Terry said that he completely agreed with Norm and that we had budgeted and levied based on what we thought was right relative to the Insurance fund. To correct going forward is fine, but to move \$35,000 would throw the funds completely out of whack based on budgets and levies.

Randy asked Dave, "Are the only expenses that we have deducted from the insurance fund are insurance expenses?"

Dave said that was correct.

Phil said that this move resulted in the Insurance fund having \$70,418 in it. This is more than three years worth of insurance financial needs. This move also resulted in a drop of \$35,000 from the general fund and that with all the current projects going on this could cause us to encounter a cash flow problem going forward. He was disappointed that the money was moved without anybody on the board knowledge.

Terry again said that he disagreed strongly with moving money now to correct what the current auditor, in his opinion, views as incorrect, when the previous auditor approved of the same expenses.

Dave said that this is easy to fix just make a motion to have him move the money back and he would return the money to the general account.

Approved  
9/14/03  
Auel

Phil said that the park board never voted to move the money in the first place.

Dave said that he believed we wanted him to do this when we voted to accept the auditor's report.

Randy said this is \$35,000 that we had planned on using to pay for the next playground.

Norm said that the question is, do we leave it and not levy insurance for the next three years on insurance or do we put the \$35,000 back in General and take our chances. I say we take our chances.

Motion to approve the Treasures Report with the caveat that Phil looks into how much of the \$34,500 has to legally be moved to the insurance fund. Todd/Randy 6-0 Ayes

Bills were reviewed. **ATTACHED**

Todd asked what the \$232 to A1 Security was for.

Tim said that this was the new lock on the front door of the office.

Randy said that this was more than the front door cost.

Dave Roady explained that the bill included a \$45 service call fee.

Phil explained that approximately \$10,000 of the bills was grant monies. This includes \$3,300 for Illinois Power, \$3,690 of Korte-Luitjohn, and \$2,774 for H-R.

Motion: Pay the bills as presented. Randy/Barb 6-0 Ayes

Park Superintendent Report – Tim **ATTACHED**

Tim said that the lights on the baseball diamond would be replaced as soon as the ground was firm enough to support the Illinois Power crane.

Tim presented price quotes for weed and feed/dandelion control on the ball diamonds and around the Wiesemeyer Center. Two of the quotes were for application and one quote was for materials only.

Randy said that we need to do this right now. He asked Tim if he felt that park employees applying the chemicals would be too taxing from a time perspective.

Tim said that he thought it would.

Randy suggested going with the Chemlawn quote.

Phil said that he felt this was a marginal project and not one that needed to be done.

Motion: Spend up to \$1,500 for Chemlawn to weed and feed the specified area. Randy/Todd 5-1 Ayes  
Phil was the no vote.

Tim said that three or four fans need to be replaced in the senior center and presented price quotes. He recommended the \$69 fan that comes with a lifetime warranty.

Todd asked why we just don't go ahead and replace all the fans in the center.

Phil replied that we are possibly going to have a cash flow problem going forward if you factor in the \$35,000 transfer from General to Insurance, the fact that the tax revenues are going to be late, and all the projects we are currently working on. Long term we can afford all this, but we need to be careful spending money prior to receiving the next taxes.

Motion: Purchase up to four fans for up to \$70 each. Terry/Barb 6-0 Ayes

Tim asked if there had been any action relative to the diamond machine.

Randy said that the TBSL season has started and we need that machine right now. Randy asked Terry and Norm if they agreed. They did.

Phil said that the machine is at the John Deere dealers right now and that they want \$2,500 for a new engine. That is a lot of money for a 10 horsepower engine.

Todd said that he felt that was an appropriate cost.

Phil said that he would like to get another quote for the cost of the engine from a supplier who was not a John Deere supplier or distributor.

Norm said that yes this is a lot of money, but this engine has run for the last seven years and we bought it used to begin with. This expense should be good for quite a while of use.

Motion: Spend up to \$2,500 to repair/replace the diamond machine engine. Phil will seek out potential lower bids. Terry/Norm 6-0 Ayes

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

#### Friends of the Park –

Mary Ann Barkley presented for FOP. She showed the board a new service mark/icon adopted by FOP for use in stationary. Mary Anne informed the board that FOP had recently taken part in a Chamber of Commerce silent auction by supplying a gift basket. She showed a picture of the basket to the board.

Terry said that he had seen the gift basket at the last FOP meeting and it was quite impressive.

Norm agreed and said that he had bid on it twice at the auction.

Mary Ann said that the basket had been put together through donations of all FOP members and no FOP money was used to put it together.

Mary Ann said that FOP had recently talked about providing an ADA fishing dock for the lake and that Eagle Scout Cody Rowe's project was exactly what they were looking at doing. She said she would approach FOP about donating the \$200 or so needed by Cody to buy the materials he needed.

Mary Ann said that FOP was seeking donations to go towards the bandstand project by selling stones and bricks, similar to the fundraiser used by the high school. A letter would be going out shortly to inform the public of this activity.

Mary Ann said that FOP was filing a 990 report with the IRS. This would allow anyone to contact the IRS and see how much money the group had.

Mary Ann said that their total fundraising expenses were \$450. FOP receives an annual donation of \$400 from R.P. Lumber to offset these expenses. Taken together, it has only cost FOP \$50 in the last year for fundraising expenses. Virtually every dollar donated therefore goes directly to the park.

#### TBSL Report – Terry

Terry said that 732 kids had signed up to date. There are 58 teams in Troy and the teams are maxed at 12 per team in Tball, 13 per team in Baseball, and 14 per team in softball. TBSL will continue to take signups until all teams in all divisions are full. There are four divisions that are currently full. In addition to the 58 Troy and Marine teams, we will play with an additional 15 teams from St. Jacob.

Terry said that the TBSL requested that a park employee set out two pitching machines each weekday before 6 PM, Saturdays by 8 AM and Sundays by 12 noon. This would only be necessary until the second Monday in May. Once games began, the umpires would handle the machines.

*Approved  
5/14/03  
Duel*

Tim said there is always an employee in the park and he would coordinate this activity. Terry said that he personally thought Tim's idea of placing small sheds near diamond's #2 and 6 to house the pitching machines was a great idea and would be presented at the next TBSL meeting.

Tim said that the electrical hookups on diamond's #2 and 6 were now locked and that the key would be attached to the pitching machines.

TSC Report – Steve West

Steve said that TSC signups would start the first part of May.

Steve presented a check to the board for \$265.85 to purchase one of the excess computers the park has.

Steve said that Val Jarvis, who has been the treasurer of TSC, has recently resigned.

Phil said that he has ordered a plaque from the TSC and the Park to thank Val for all her work as a volunteer. He reminded Terry to talk to the TBSL about two plaques for board members that recently resigned.

Financial – Phil

Phil presented outgoing commissioner Barb Wright with a plaque to recognize all her work. Phil said that he had looked over the minutes and that the park had had 53 meetings in the past two years and it had been a lot of work for Barb and one hell of a commitment. Phil noted that Barb had attended many of these 53 meetings while she was in severe pain before and after surgeries.

Phil also had a plaque for outgoing commissioner Louie Simpson who was absent.

Phil said that we have one Dell computer left with a final value of \$415.09. We will place an advertisement in the paper start bids at that value.

Wall covering – Phil said that the Fire Marshall has requested the “flash point” of the carpet we are planning to put on the walls of the senior center as soundproofing. Phil said that he has asked the carpet supplier/distributor to get with the Fire Marshall and sort this out.

Madison County Community Development Grant –

Phil said that everyone had read the emails detailing the progress in the Wiesemeyer Center.

Randy said that he was concerned about clay bricks being used as a base under the rebar in the cement work being done.

Tim said that he would get with Southwest and make sure they did not use clay bricks.

Four extra change orders have been submitted that totals \$8,668.39. Phil said that he would talk to Alan Dunstan and see if there was any possibilities of getting additional grant dollars for this project.

Phil said that he would also approach Brian Boeshans and see if the construction of the new exercise room could be donated.

Daycamp –

Phil talked to Mike Loftus and the school will need another contract with the park for the day camp this summer.

Motion: Approve the same contract as last year and just change the date. Norm/Randy 6-0 Ayes

Madison County Equipment Grant –

Phil said that we have not yet received a date on this. Phil said that with all going on, he felt he really didn't have time to spearhead the new playground project.

Phil presented a new drawing of the design of the new building on the 32 acres **ATTACHED**. He requested permission from the board to go out with this modified design and talk to potential contractors. This design was slightly different than the one the board had approved at the last meeting.

*Approved  
Steve West  
Phil*

Motion: Accept this drawing as the current design and Phil will "shop around" Terry/Todd 6-0 Ayes

Approved  
5/14/03  
Drew

#1 Pavilion – Phil said that he felt this was the #2 priority after the Wiesemeyer project. He has talked to a bricklayer who suggested breaking the project into two pieces. Have a construction company brace the roof and tear down the bricks. A bricklayer would then install new concrete block bricks. The Construction Company would come back and set the roof onto the new bricks and install the doors.

Norm asked what time frame Phil was looking at to do this.

Phil said immediately.

Tim said that this is a single project and will cost about \$20,000. Splitting the project will possibly be looked at as trying to usurp the bid process. Tim felt we also needed the engineering done on this so we could ensure that it was done right. Otherwise, the two contractors are only doing what we are asking for and there is no implied warranty. Norm said that he agreed with this, but that \$5,800 for the engineering costs seemed excessive.

Barb said that other government entities routinely split their projects to avoid the engineering and the bid process. Norm said that he believed he could get a Titan's board member to donate the bricklaying if the park would supply the bricks.

Phil commented that this would be a huge donation and that if it happened, the board should consider writing off the \$10,000 debt that the Titans owes to the park. Phil also asked the board to consider a roof vent project on the pavilion. A roof vent and a ridge cap would allow the hot air trapped in the pavilion to escape and would create a natural draft that would keep the pavilion cool.

Madison County Criteria Grant –

Phil said that we have learned we have received the full \$50,000 grant. The board celebrated with a toast of wine. Phil said that we would advertise the project this week in the Alton and Edwardsville papers and plan to open the bids April 30<sup>th</sup>. The plan is to have the lights installed and operational by Aug 15<sup>th</sup>.

Dirt Work Project –

Phil said that we are ready and waiting. We have learned that the Riggin Rd entrance will need to be closed for a short while.

Phil said that we might receive as many as 500 trees from the State. They are earmarked for mitigation of a City project and the City cannot use them all.

DCCA Grant (\$55,000) we have not heard anything from the State.

Lee Leonard/New Maintenance Shed –

Phil showed the board a drawing of what his expectations were for this structure **ATTACHED**.

Terry said that the new maintenance shed should be completed by the fall if we want to avoid the propane costs again next winter.

Motion: Accept picture as design to pursue. Randy/Terry 6-0 Ayes

Background Checks –

Phil said that he had completed over 100 background checks to date. Only one has come back as having a record. This will be worked through with the local police and a fingerprint check. Phil presented a list of all names of volunteers checked as of 4/9/03 and asked the board to accept it. **ATTACHED**

Motion: Accept list as of 4/9/03 as presented. Barb/Randy 6-0 Ayes

Phil presented a list of the TBSL and TSC boards and noted two new members – Jim Derby for the TBSL and Kort Cole for the TSC. **ATTACHED**

Motion: Accept new boards/volunteer list as presented. Norm/Terry 6-0 Ayes

Phil said that he had talked with the City about getting free cable for the Senior Center. The City has a contract with Charter cable whereby certain entities get free cable. This list includes the following:

City Hall  
Fire Department  
Wakeland Center  
Troy Police Department  
Library  
Troy Street Department Garage

Bud Klaustermeier has told Phil that the City will try to get the senior center included in the free use the next time the contract is negotiated. This may be up to five years in the future.

Phil said that we would proceed with the purchase of an antenna as previously planned.

Phil suggested that the park should change which fund we are paying the outside workers out of.

Motion: Pay all except Ms. Kmetz out of the Recreation Fund. Terry/Barb 6-0 Ayes

Election Certification -

Phil passed around all of the paperwork for all board members to sign to certify the election results.

Phil said that he and Randy had noticed some serious erosion problems around Old Collinsville Road. There is a huge hole on the south side of the road and as a result the new culverts are not even diverting water. The water is going into this hole and eroding under the road. Phil said that he has contacted IDOT.

Phil said that we received all of our summer help "Staff" shirts. They were printed with "Day Care Staff" on the front of the shirt. Phil said that he has a call into the supplier and that we have not yet paid the bill.

Athletics - Terry

Terry said that there are three select baseball teams utilizing the big diamond this spring and summer. Two of the three have paid the usage fee.

Insurance - Norm

Norm suggested moving \$35,000 out of the Insurance fund that shouldn't be there and building a new playground.

Grounds - Todd

Todd said that the infamous bunker toilet trim would be taken care of this month.

Special Events - Barb

East Side Easter Egg hunt on Sun 4/13.

Motion: Allow use of the TSC building for this event. Barb/Norm 6-0 Ayes

Troy Assembly of God has requested the #8 pavilion for Sat 4/19 for an Easter egg hunt and games.

Motion: Approve this request. Norm/Todd 6-0 Ayes

The American Legion would like to have an Easter egg hunt on Sun 4/20.

Motion: Approve this request. Norm/Todd 6-0 Ayes

400 students from Molden school will be in the park on Tue 4/22 for Earth Day activities.

The American Cancer Society Relay has requested free use of the #1 pavilion on Sat 5/3.

Motion: Approve this request. Norm/Randy 6-0 Ayes

Girl Scout Troop 539 will be planting flowers in the park on Sat 5/3. Alternate date is Sat 5/10.

Motion: Approve up to \$75 for the purchase of flowers and mulch for this activity. Terry/Norm 6-0 Ayes

*Approved  
5/14/03  
Phil*

The Triad Physics class has requested approval for their annual cardboard boat races. They will supply necessary insurance certificates.

Motion: Approve this request. Terry/Randy 6-0 Ayes

Personnel & Safety – Louie

No report.

Beautification – Randy

Randy said that he and Norm are looking at doing some landscaping around the north side of the Wiesemeyer Center. They plan to add a weed barrier and to add gravel instead of mulch.

Motion: Spend up to \$1,000 for landscaping the north side of the building. Norm/Randy 6-0 Ayes

Randy asked Tim about purchasing gates for the trash area at the Wiesemeyer Center.

Tim said that the gates would not last, as the garbage trucks tend to knock them off or tear them off.

Randy said that he would like to remove the four to six ugly pine trees at the Wyckliffe entrance to the park.

Norm agreed and suggested that they be replaced with Bradford Pear trees.

Tim checked the donated and commemorative tree board and none of these were donated.

Phil said that he had nothing to discuss in Executive Session.

Motion: Adjourn the meeting. 9:30 Todd/Norm 6-0 Ayes

Respectfully submitted by

Terry Ball, Secretary

*Approved  
8/14/03  
Louie*