

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday December 13, 2016

I. Call to Order President Gene Peters called the meeting to order at 11:00 a.m.

II. Attendance / Establishment of Quorum

Present were: Harold Byers, Madison County
Gene Peters, Madison County
Barbara Hohlt, St. Clair County
Gregory Yank, St. Clair County

Michael Buehlhorn, Executive Director
Bryan Werner, Planner
Rene' St. Peters, Administrative Assistant
John Papa, Attorney

Absent were: Jerry Kane, Madison County
Earl McDowell, St. Clair County

Guest were: Michelle Loewe, Scheffel Boyle

III. Public Discussion and/or comment none was heard.

IV. Approval of Minutes

Director Hohlt made a motion, seconded by Director Yank to approve the minutes from the November 8, 2016 regular meeting as presented.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

V. Consent Agenda

Director Yank made a motion, seconded by Director Hohlt to approve the consent agenda items a thru e as presented on pages 6-28.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

VI. Finance

a) Director Hohlt made a motion, seconded by Director Byers to approve the payments and claims for November 2016 MEPRD as presented on pages 29-34.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

b) Director Hohlt made a motion, seconded by Director Yank to approve the payments and claims for November 2016 MMMP as presented on pages 35-37.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

Michelle Loewe with Scheffel Boyle presented the FY16 audit report.

Director Yank made a motion, seconded by Director Hohlt to approve the FY16 audit report as presented by Michelle Loewe from Scheffel Boyle.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

VII. Executive Director's Staff Report

Executive Director Mike Buehlhorn made his report and discussed the following subjects:

The October sales tax check for FY17 was about \$2,400.00 over the previous year in the same month.

All work at the park for the insurance claim has been completed. The final check was issued for payment to Mason Construction in the paid bills. We are awaiting the final payment for the depreciation amount from IPARKS.

The Front Street Project pre-construction meeting is this afternoon. Construction on the northern phase, is set to begin soon after the utility work and relocation.

The pre-construction meeting for Scott-Troy Trail will be held this week at our offices. It is assumed after that some clearing may take place. We will have a more detailed schedule in the coming months.

The East Riverfront Trail from the park to the McKinley Bridge funding is still being worked on. Chris Stone, myself and representatives from St. Clair County Transit are working on a proposal

for the \$2 million in funding. When completed, as mentioned in past meetings, a formal resolution will be on the agenda for consideration. Funding to the Transit Districts is not coming through as planned at this time due to the State budget issues.

Our grant program activity is increasing. We have met, and are meeting with Granite City, Fairview Heights, and Bethalto.

Since the Gateway Geysers is closed for the season, we are reviewing items for repairs. In our efforts to find alternative operations methods to keep down our costs, under new business we have extended the security contract with Professional Guard and Security at a reduced rate of \$17.50 per hour until June 30, 2019. The contract was sent via email to the Board on Friday and there were very minor changes. In addition we are experiencing more issues with the generators. Generator 3 has an anti-freeze leak which is being corrected. In addition one of the exhaust fans will need some motor repairs before the next season. Cost is expected to be about \$3,500.00. The small pump that runs the four fountains is vibrating badly and is out of balance. There are a couple of options we are considering for repair or replacement.

Staff has met with Ameren and are awaiting the information on possibly powering the pumps with electric vs. the generators. Once we have received the information, we can make a comparison on our options and costs. Staff has installed the insulated covers over all fans at the park for the winter months. Pyramid is replacing three drivers on the Overlook for the handrail lighting.

An interview was done by Bryan Werner on the rebranding of the Arch grounds.

The Executive Director met with a representative of Phillips 66 regarding Madison County projects that might need assistance. Alton, Bethalto, Godfrey, Granite City and Wood River have applied for assistance. He has since been informed that Pere Marquette State Park and the City of Alton were the successful grantees.

VIII. Old Business

Approval of Executive Session Minutes that need to be released.

Director Hohlt made a motion, seconded by Director Byers to approve the release of Executive Session minutes as suggested by Planner Bryan Werner.

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

IX. New Business

a) Resolution 16-24 Re: Professional Guard and Security Contract

Director Yank made a motion, seconded by Director Hohlt to approve Resolution 16-24 Re: Professional Guard and Security Contract as presented.

Roll Call Vote

Harold Byers	Nay	Barbara Hohlt	Aye
Jerry Kane	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

3 Ayes 1 Nays 2 Absent None Abstain Motion Carried

b) **Report of Attorney** Nothing was discussed.

X. Adjournment

At 11:29 p.m. President Peters asked to adjourn the meeting. A motion was made by Director Hohlt seconded by Director Byers to adjourn meeting. All voted aye on a voice vote and the meeting was adjourned.

**Respectfully Submitted,
Rene' St. Peters
Administrative Assistant**

Next MEPRD meeting will be held on January 10, 2017 at 11:00 a.m.