

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday February 12, 2013**

**I. Call to Order** President Gene Peters called the meeting to order at 11:02 a.m.

**II Attendance** Roll call

Present were: Jerry Kane, Madison County  
Gene Peters, Madison County  
Barbara Hohlt, St. Clair County entered the meeting at 11:15 a.m.  
Earl McDowell, St. Clair County  
Gregory Yank, St. Clair County

Mike Buehlhorn, Executive Director  
Bryan Werner, Planner  
Rene' St. Peters, Administrative Assistant  
Jacob Volkmar, Grants Coordinator

John Papa, Attorney  
Bill Baudendistel, Juneau Associates  
Paul Homann, TWM, Inc.

Absent were: Harold Byers, Madison County

Guest were: Jaynie Wells  
Brian Wells

**III. Establishment of Quorum**

**IV. Public Discussion and/or Comment**

**V. Approval of Minutes**

**a) Director McDowell made a motion, seconded by Director Kane to approve the minutes from the January 8, 2013 regular meeting with changes as presented.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

**VI. Consent Agenda**

**Director Kane made a motion, seconded by Director Yank to approve the consent agenda items a through d as presented on pages 3-26.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

**VII. Finance**

**a) Director Yank made a motion, seconded by Director McDowell to approve the payments and claims for January 2013 MEPRD as presented on pages 27-34.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

**b) Director Yank made a motion, seconded by Director Kane to approve the payments and claims for January 2013 MMMP as presented on pages 35-36.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

**c) No transfers to be made.**

**VII. Executive Director's Staff Report**

Director Barbara Hohlt entered the meeting at 11:15 a.m.

Executive Director Buehlhorn discussed the ITEP application process and the IDNR applications being submitted for two projects, which include: Shiloh to SAFB Connector and the Eads Bridge to Malcolm Martin Memorial Park Connector.

Grants Coordinator Jacob Volkmar has been working on reducing some of the utility bills at the MMMP facility. He has reduced the trash monthly charge, eliminated the extra phone charge and lowered the electricity bill.

Executive Director Buehlhorn mentioned that the Eagle Points Trail project is now finished and that an audit for the reimbursement request to IDNR will be taking place within a week or two, after which it would be forwarded to IDNR for grant payment.

The projector in the conference room has been replaced and the old one will be auctioned off on the site iBid. It was also noted that Bryan Werner's old computer was converted over to our new server.

Planner Bryan Werner suggested proposing a FY2013 grant program allocating \$35,000 towards bike racks and/or fix stations. A resolution will be presented at the March monthly board meeting.

The banking information will be updated at the Bank of Edwardsville to show the deletion of Pamela Hogan and the addition of Barbara Hohlt, as a new authorized signer on the accounts.

Executive Director Buehlhorn discussed the agreement with the Flood Prevention District with a change in the past agreement to be a two (2) year agreement instead of the previous one (1) year agreement.

**IX. Old Business**

No old business to discuss.

**X. New Business**

**Director Kane made a motion, seconded by Director Yank to approve by omnibus vote Section X numbers a thru g.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

- a) **Resolution 13-01: Authorizing MEPRD to participate in the IDNR Bikeway Grant Program for the Shiloh to SAFB Connector Project.**
- b) **Resolution 13-02: Authoring MEPRD to enter into a Task Order with TWM in the amount of \$9,100 for the Shiloh to SAFB Connector Project.**
- c) **Resolution 13-03: Authorizing MEPRD to participate in the IDNR Bikeway Grant Program for the Eads Bridge to Malcolm Martin Park Connector Project.**
- d) **Resolution 13-04: Authorizing MEPRD to enter into a Task Order with TWM in the amount of \$8,500 for the Shiloh to SAFB Connector Project.**
- e) **Resolution 13-05: Changes in the Authorized Banking Signatures to add Barbara Hohlt.**
- f) **Resolution 13-06: Authorizing the sale of the CP-X-260 Multimedia LCD Projector.**
- g) **Resolution 13-07: Lease Agreement with the Flood Prevention District until December 31, 2014.**
- h) **Reimbursement Request: Village of Sauget - \$49,669.50 – Village of Sauget Ballpark Playground Improvements Project.**

Grants Coordinator Jacob Volkmar presented to the board all the completed appropriate paperwork from the Village of Sauget for reimbursement for their completed project in the amount of \$49,669.50. This was approved in the FY12 Park and Trail Grant Matching Program.

**Director Hohlt made a motion, seconded by Director McDowell to approve payment to the Village of Sauget for their completed project titled: Village of Sauget Ballpark Playground Improvements in the amount of \$49,669.50.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

**i) Reimbursement Request: St. Clair County Transit District - \$300,000.00 -Metro BikeLink Project.**

Grants Coordinator Jacob Volkmar presented to the board all the completed appropriate paperwork from the St. Clair County Transit District for reimbursement for their completed project in the amount of \$300,000.00. This was approved in the FY09 Matching Program Grant Round.

**Director Yank made a motion, seconded by Director Kane to approve payment to the St. Clair County Transit District for their completed project titled: Metro Bikelink project in the amount of \$300,000.00.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

**j) Report of Engineers**

No new information was presented by either district engineers.

**XI. Adjournment**

**At 12:29 p.m. President Peters asked to adjourn the meeting. A motion was made by Director Kane seconded by Director McDowell to adjourn the 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 March 12, 2013 at 11:00 a.m.**