

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday August 13, 2013**

**I. Call to Order** President Greg Yank called the meeting to order at 11:00 a.m.

**II. Attendance** Roll call / Establishment of Quorum

Present were: Harold Byers, Madison County  
Jerry Kane, Madison County  
Barbara Hohlt, St. Clair County entered meeting at 11:07 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 entered meeting at 11:02 a.m.  
Bill Baudendistel, Juneau Associates

Absent were: Gene Peters, Madison County

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

**IV. Approval of Minutes**

**a) Director Byers made a motion, seconded by Director McDowell to approve the minutes from the July 9, 2013 regular meeting as presented.**

Voice Vote all ayes motion carried

**V. Consent Agenda**

**Director Kane made a motion, seconded by Director Byers to approve the consent agenda items a through e as presented on pages 6-37.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

**VI. Finance**

**a) Director Byers made a motion, seconded by Director McDowell to approve the payments and claims for July, 2013 MEPRD as presented on pages 34-45.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent Motion Carried

Director Barb Hohlt entered the meeting at 11:07 a.m.

**b) Director Byers made a motion, seconded by Director Hohlt to approve the payments and claims for July 2013 MMMP as presented on page 46-49.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

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

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

Funding: Executive Director Mike Buehlhorn reported that he is working with Governmental Consulting Solutions, Inc. to insure all taxes in both counties are being reported correctly.

Malcolm W. Martin Memorial Park: Executive Director Mike Buehlhorn reported there is an abundance of spiders at the park and has obtain quotations from several exterminators. The successful applicant was Bush Pest Control and work will begin mid August.

Illinois River Link Funding/Agreement: Executive Director Mike Buehlhorn reported that the Illinois River Link agreement has been forwarded to Attorney John Papa. In short, SCCTD will furnish \$3 million to fully fund the construction (not acquisition) of the Scott Troy Trail. Additional amendments to the agreement are being discussed before presentation to the Board for consideration.

Sponsorship Changes: Grants Coordinator Jacob Volkmar reported that the ASCPA has withdrawn their application for sponsorship. The Belleville Optimist Club has agreed to not to imprint the MEPRD logo on the bike helmets. For the month of August there are three Grant Sponsorship requests: Epilepsy Foundation for \$2,000.00, the Leukemia Society for \$2,500.00 and the Watershed Center for \$700.00.

Grant Application Changes: Planner Bryan Werner reported that the changes to the grant application were sent to the board members with the suggestions highlighted in yellow. Once the Board approves the revisions, the new application will be posted to the website.

FY13 Bike Rack and Fix Station Grant Program Conclusion: Grant Coordinator Jacob Volkmar reported that the FY13 Bike Rack and Fix Station Grant Program was a great success. In all there were 9 Fix Stations and 12 Bike Racks sponsored for a total of \$7,102.75 in 7 communities in the 2 counties.

IDNR Bike Path Grant Application - Executive Director Mike Buehlhorn reported that this grant will not be available till March. There were two applicants from the district area.

OSLAD Grants - Executive Director Mike Buehlhorn reported that there are six communities that have applied for the grants, three from St. Clair County and three from Madison County.

ITEP Applications - Executive Director Mike Buehlhorn reported that the application is complete requesting \$2.7 million for the construction of the Scott Troy Trail and that Bill Baudendistel will turn in the application by the dead line of August 20, 2013.

Meetings with Potential Grant applicants for MEPRD – Executive Director Mike Buehlhorn, Grant Coordinator Jacob Volkmar and Planner Bryan Werner have met with several individuals; Fairview Heights would like to coordinate their trails in the future with our trail system outlined in our Long Range Plan. Freeburg also has expressed interested with working with our plans.

Open House meeting for the Illinois Bike Plan held at MEPRD – Planner Bryan Werner informed the board that IDOT had utilized our facility to host a meeting this past month. It was an evening meeting that was open to the public.

New online map and chart showing trail development over time – Planner Bryan Werner has been asked by East West Gateway to see about initiating a regional plan or map to show the trail development over the past years. He is currently working on gathering data to support such a request. The map was presented to the Board for review.

Direct Deposit – Executive Director Buehlhorn explained that all the proper paper work has been completed and Direct Deposit would only be for payroll. Payroll checks will appear on the claims report as in the past.

### **VIII. Old Business**

Belleville Optimist Club and ASPCA applications from July.

**Director Kane made a motion, seconded by Director Hohlt to bring back from the table the Belleville Optimist Club event sponsorship under new business.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

### **IX. New Business**

**Director Kane made a motion, seconded by Director Hohlt to approve by omnibus vote Section IX items a-f.**

- a) **Event Sponsorship – Belleville Optimist Club “Bike Belleville” Event Request Amount: \$850.00**
- b) **Edwardsville Township - Boundless Playground Grant Reimbursement Request \$50,000.00.**
- c) **Event Sponsorship –Epilepsy Foundation “Ride, Run, Swim Triathlon” Event Request Amount: \$2,000.00.**
- d) **Event Sponsorship- Leukemia and Lymphoma Society “5k-Ick Blood Cancers” Event Request Amount \$2,500.00.**
- e) **Event Sponsorship – The Nature Preserve Foundation “Run Wild! 5k Run and Walk” Event Request Amount: \$700.00**
- f) **Resolution 13-22: Approval of MEPRD FY14 Event Sponsorship Program**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

**g) Resolution 13-23: Re: Bank of Edwardsville Authorization for Direct Deposit**

**Director Kane made a motion, seconded by Director Byers to approve Resolution 13-23 as presented.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

**h) Report of Engineers**

Engineer Bill Baudendistel explained that the ITEP application will be sent in for the entire 7 miles of trail.

**i) Employee Compensation - Discussed after Executive Session.**

**X. Executive Session**

**Executive Session to discuss Personnel Issues pursuant to 5 ILCS 120/2(c)(1).**

**At 11:54 a.m. Director Kane made a motion, seconded by Director Byers to enter into executive session to discuss Personnel Issues pursuant to 5 ILCS 120/2(c)(1).**

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

Entered Into Executive Session at 11:54 a.m.

Return to Regular Session at 12:33 p.m.

**i) Employee Compensation (New Business)**

**Director Kane made a motion, seconded by Director Byers to make corrections to the following staff compensation, and for it to be retroactive to July 1, 2013; Bryan Werner to increase his salary by 3% above his current rate and Jacob Volkmar to now be paid at \$19.00 per hour.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Aye

Gene Peters

Absent

Gregory Yank

Aye

5 Ayes No Nays 1 Absent Motion Carried

**XI. Adjournment**

**At 12:35 p.m. President Yank asked to adjourn the meeting. A motion was made by Director Byers seconded by Director Kane 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 September 10, 2013 at 11:00 a.m.**