

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday, September 10, 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 the 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 the meeting at 11:03 a.m.

Absent were: Gene Peters, Madison County

III. Public Discussion and/or Comment

IV. Approval of Minutes

a) Director Kane made a motion, seconded by Director Byers to approve the minutes from the August 13, 2013 regular meeting as presented.

Voice Vote all ayes motion carried

V. Consent Agenda

Director Kane made a motion, seconded by Director McDowell to approve the consent agenda items a through e as presented on pages 6-29.

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 Kane made a motion, seconded by Director McDowell to approve the payments and claims for August, 2013 MEPRD as presented on pages 30-39.

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

b) Director Byers made a motion, seconded by Director Kane to approve the payments and claims for August 2013 MMMP as presented on page 40-41.

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

c) No transfers to be made.

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

VII. Executive Director's / Staff Report

Funding: Executive Director Mike Buehlhorn reported that he is still looking into the reporting of the MEPRD sales tax and once he has additional information he will report it to the Board. Director Kane made a request that he would like to have a resolution drafted to support the collection of sales tax on all internet purchases.

Malcolm W. Martin Memorial Park: Executive Director Mike Buehlhorn reported that a wedding was held at the park with about 100 in attendance, and it was a very nice ceremony. He also reported that on September 12th the East St. Louis Economic Development Council will be visiting the park, and that the Domestic Violence Awareness Ceremony will be held at the park on Tuesday October 1st at 6:00 p.m.

Illinois River Link Funding/Agreement: Executive Director Mike Buehlhorn explained that he is still working on the funding and that he is also trying to get additional funding for the Scott Troy Trail.

Meetings with potential grant applicants for MEPRD: Executive Director Mike Buehlhorn has met with representatives from Freeburg and New Athens. Both communities are interested in connecting to the regional trail system and have asked for information about related grants.

Direct Deposit: Executive Director Mike Buehlhorn reported that the direct deposit will start with the next payroll which will be August 20, 2013.

Entrance landscaping work: Executive Director Mike Buehlhorn explained that Focal Pointe removed all the plants and weeds around the entrance signage at the Collinsville facility and put down a new rock area with new plants.

Sponsorship applications and grant reimbursement: Grants Coordinator Jacob Volkmar reported that the new sponsorship application has been posted to the website. Jacob also reported that the Ridge Prairie Trailhead Initiative has applied for a sponsorship grant for their Fourth Annual Fall Festival Bicycle ride which will be held 10/05/13. He reported that the paperwork is correct and recommends that the request for sponsorship be approved. The City of Belleville has turned in a grant reimbursement request for their completed project titled "Bicentennial Park Phase II". Jacob reported that all the paperwork has been received and after an inspection of the completed project he recommends that the request for payment be approved.

Charter Internet installation update: Planner Bryan Werner reported that after a year of trying to get Charter they have finally waived the installation fee. Charter has been out and ran the main line into the building, so all that is left is for them to come back out and hook up the internet.

Website makeover to make it mobile, tablet and pc friendly: Planner Bryan Werner reported that he has been working with Jacob Volkmar to look into ways that will allow users to utilize the website no matter what electronic means they are using.

VIII. Old Business No old business was discussed.

IX. New Business

Director Hohlt made a motion, seconded by Director Kane to approve by omnibus vote Section IX a and IX b.

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

- a) **Event Sponsorship – Ridge Prairie Trail Initiative (RPTI) “Lebanon Fall Festival Bike Ride: event request amount of \$1,462.25.**
- b) **Belleville Parks and Recreation Department – Grant reimbursement request for completed project titled “Bicentennial Park Phase II” in the amount of \$92,700.00.**
- c) **Report of Engineers – No reports were presented.**

X. Adjournment

At 11:36 a.m. President Yank asked to adjourn the meeting. A motion was made by Director Byers 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 October 8, 2013 at 11:00 a.m.