

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday, February 11, 2014**

**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: Jerry Kane, Madison County  
Gene Peters, Madison County  
Barbara Hohlt, St. Clair County  
Earl McDowell, St. Clair County  
Gregory Yank, St. Clair County

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

Absent were: Harold Byers, Madison County

Guests were: Larry Rose, Allison Knapp and Siekmann  
Brian Wells  
Jaynie Wells

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

No public comment or discussion.

**IV. Approval of Minutes**

**Director Peters made a motion, seconded by Director Hohlt to approve the minutes from the January 14, 2014 regular meeting as presented.**

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

**V. Consent Agenda**

**Director Hohlt made a motion, seconded by Director Peters to approve the consent agenda items a through e as presented on pages 6-38.**

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

**VI. Finance**

a) **Director Kane made a motion, seconded by Director McDowell to approve the payments and claims for MEPRD for January 2014 as presented on pages 39-45.**

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

b) **Director Peters made a motion, seconded by Director Hohlt to approve the payments and claims for January 2014 MMMP as presented on pages 46-47.**

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

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

## VII. Executive Director's / Staff Report

The Executive Director briefly spoke with the Governor and Transportation Secretary Schneider at an event regarding MEPRD's ITEP grant.

A report was shown illustrating the past 10 months of revenue and significant, positive changes that have taken place. It was hopeful they would continue.

Staff is still working with several vendors on the camera upgrades and replacement at Malcolm Martin Park and the District offices.

The price quotations from Focal Pointe for services at Malcolm Martin Park and the District offices were reviewed. The Executive Director noted that the savings at Malcolm Martin Park were \$5,225 over last year, at a total of \$24,225 and the District would save \$677.50 by taking the discount of pre-payment, for a total of \$12,872.50. A formal contract will be at the March meeting. It was noted that Focal Pointe provides all mowing, irrigation services, fertilization, weed control and mulching services on the front portion of the property. Mason Landscaping maintains the geyser portion of the park.

The Executive Director made note that the freezing problem on the interior rest rooms was insulation related and has been corrected with no future issues to date.

The exterior fountain and irrigation issues are still unresolved and staff is continuing to work on them with various contractor suggestions. Weather is prohibiting access to certain areas at this time.

The Executive Director made note that the MEPRD portion of the Illinois River Link funding discussed at the previous meeting, was \$500,000, not \$750,000. The District has budgeted in its five year plan \$1,750,000 for the project, less the cost of the bridge. The bridge cannot be estimated until we receive a final location from Terminal Railroad. The project is awaiting one final IDOT grant before any formal agreement by MEPRD will be necessary. There are some

issues with Casino Queen property due to the recent sale of the property, which needs approval of the Illinois Gaming Commission.

Staff outlined a request by the Belleville Bicentennial Committee for a \$2,500 donation for a 5K Run to be held on April 25. The formal action would be needed under new business. There was a discussion on reviewing the type of events we sponsor in the future. It was noted that this request did meet the current criteria and the Sponsorship Grant Applications will be reviewed in the upcoming months before a new program would be initiated.

The Executive Director gave a report on the proposed Memorandum of Understanding with St. Clair County Transit (SCCTD) on the items necessary to complete the agreement. Attorney John Papa has drafted a preliminary agreement. The agreement states that SCCTD would contribute \$500,000 for 4 years to the Scott – Troy Trail.

In addition they would assign 7.62 acres of wetlands mitigation credits to the projects at a cost of \$5,000 per acre. This would generate a savings between \$150,000 and \$190,000. There was also a request for signage and recognition of cooperation by all parties involved. The staff and engineers will work on the wording for the wetlands portion before a formal document is presented to the Board for signature.

The Executive Director noted that our application from IDNR for the Seibert Road to the Shiloh Metro Station was formally not considered.

A request for funding for \$500,000 was received from the Chairman of St. Clair County. The Executive Director noted that having SCCTD do the project from SWIC to the Shiloh Metro Station would not only be an excellent investment of funds, meets out Long Range Plan objectives, and would save the District thousands if we participated, but also double the length of the trail we proposed and eliminate MEPRD from any construction management or maintenance. A formal recommendation will be presented at the next meeting once an intergovernmental agreement can be drafted.

**VIII. Old Business** No old business was discussed.

**IX. New Business**

**a) FY13 audit report**

Larry Rose presented the board with the findings from the FY13 audit.

**Director McDowell made a motion, seconded by Director Peters to approve the audit as presented.**

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

**Director Peters made a motion, seconded by Director McDowell to remove Resolution 14-05 from the table for discussion and approval.**

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

**Director Hohlt made a motion, seconded by Director Peters to approve by omnibus vote Section IX, Items B, C and D.**

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

- b) Resolution 14-05: Nature Preserve Foundation grant request for \$406.00 for project titled: Restoration of Native Plants.**

Project will consist of removing invasive vegetation along the hiking/walking trail within the Watershed Nature Center in Edwardsville and replace it with native plants. This addition will provide educational opportunities for school children, hikers and the general public.

- c) City of Highland grant reimbursement request for \$347.50 for project titled: Korte Rec Center Bike Fix Station.**

- d) Event sponsorship request from the Belleville Cultural Enrichment Organization for their event titled Belleville Bicentennial 5k Run to be held on Friday April 25, 2014 in the amount of \$2,500.00.**

- e) Report from the district engineers. No report was given.**

**At 11:56 a.m. the February board meeting went into recess and reconvened as a joint meeting at 12:20 p.m.**

- f) Joint meeting of Madison County Grants Commission and St. Clair County Parks Grant Commission.**

Representatives of the MEPRD, Madison County Grants Commission, and St. Clair County Parks Grants Commission made brief presentations on the operations of each individual organization and how they relate to the dispersal of their portion of the sales tax. A short question and answer period followed. There was no action taken.

**X. Adjournment**

**At 12:55 p.m. President Yank asked to adjourn the meeting. A motion was made by Director Hohlt seconded by Director Peters 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 11, 2014 at 11:00 a.m.**