

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday August 12, 2014

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

II. Roll Call / Establishment of Quorum

Present were: Harold Byers, Madison County
Jerry Kane, Madison County
Barbara Hohlt, St. Clair County
Earl McDowell, St. Clair County entered meeting at 11:03 a.m.
Gregory Yank, St. Clair County

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

Absent were: Gene Peters, Madison County

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

IV. Approval of Minutes

Director Kane made a motion, seconded by Director McDowell to approve the minutes from the July 8, 2014 regular meeting as presented.

Voice Vote All Ayes motion carried

V. Consent Agenda

Director Hohlt made a motion, seconded by Director Kane to approve the consent agenda items a thru e as presented on pages 5-34.

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 None Abstain Motion Carried

VI. Finance

a) Director Kane made a motion, seconded by Director Hohlt to approve the payments and claims for July 2014 for MEPRD as presented on pages 35-42.

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 None Abstain Motion Carried

b) Director Hohlt made a motion, seconded by Director Kane to approve the payments and claims for July 2014 MMMP as presented on pages 43-45.

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 None Abstain Motion Carried

VII. Executive Director's/Staff Report

Executive Director Buehlhorn reported that the sales tax figures were up this month from last year about \$10,000. We received the first installment of \$500,000 from SCCTD for Troy Scott Trail. We will be closing two FCB accounts today with Treasurer Barb Hohlt after the Board meeting and will be transferring \$1,000,000 from the Bank of Edwardsville to the CDARS Money Market account at the Bank of Belleville at the same interest rate.

He also reported that the Illinois Department of Commerce and Economic Opportunity has notified the District that IDOT has completed a preliminary review of their inventory of sign locations to determine where the attraction signage for Malcolm W. Martin Park could be located. After location approval, sign design would be the next step.

It was noted that bids were received for Front Street and Trendley patching. L. Keeley and Sons was the successful bidder. They are currently awaiting a funding mechanism by all parties. Work should begin later in August in time for harvest season.

Malcolm W. Martin Memorial Park had an estimated 1,316 visitors in May, 1,712 in June and 2,854 in July. Almost 1,000 have visited in August to date, however, rain issues have slowed attendance.

Upcoming Events were announced as follows:

- August 17 – Travel Channel, noon eastern, Underground BBQ Challenge
- August 23 - Autism Bike at Dawn Ride- MEPRD Office
- September 13 – Prevent Heroin Abuse Event 200-300 people
- September 14 – Food Network, Food Truck Episode

Bryan Werner reported on savings on Sprint Cellular and Charter Phone Services through negotiations at the end of the contracts and promotional offers.

A Year in Review compilation of information on the Board and issues that have transpired in the past year was handed out to the Board. It is the intent of the staff to update this report and bring it to the Board yearly.

VIII. Old Business

No old business to discuss

IX. New Business

Director Kane made a motion, seconded by Director Hohlt to approve by omnibus vote Section IX, Items A-I.

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 None Abstain Motion Carried

- a) **Event Sponsorship Request: Rotary Club of Edwardsville for \$2,500.00 for their event – Edwardsville Criterium Bike Race to be held on August 16, 2014.**
- b) **Event Sponsorship Request: Velo Force Racing for \$2,250.00 for their event – Belleville Bicycle Race to be held on August 17, 2014.**
- c) **Event Sponsorship Request: Illinois Center for Autism for \$1,765.00 for their event – Bike at Dawn Event to be held on August 23, 2014.**
- d) **Event Sponsorship Request: Epilepsy Foundation of Greater Southern Illinois for \$2,000.00 for their event – Sharon’s Ride. Run. Swim. Triathlon and Walk for Epilepsy to be held on September 20, 2014.**
- e) **Event Sponsorship Request: Millstadt Police Department for \$1,100.00 for their event – “D.A.R.E to Run for BackStopper” 5K/10K & Kids Fun Run to be held on November 1, 2014.**
- f) **Grant Reimbursement Request: Fairview Heights Parks and Recreation Department for \$67,314.00 for their completed project titled- Recreation Center.**
- g) **Grant Reimbursement Request: McKendree University for \$2,150.00 for their completed project – the installation of 4 Bike Racks and 2 Fix Stations in reference to the FY13 Bicycle Rack and Fix Station Grant program.**
- h) **Resolution 14-16 Re: Grant Request from St. Clair County Transit District for \$300,000.00 for their project titled - MetroBikeLink – Shiloh/Scott Section Phase II.**
- i) **Resolution 14-17 Re: Grant Request from the City of Alton for \$250,000.00 for their project titled – Improvements at Gordon Moore Park.**

Director Kane made a motion, seconded by Director Yank to approve Item IX-J, Resolution 14-18 Re: Contract Extension with Professional Guard and Security beginning September 1, 2014 and concluding on June 30, 2016 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 None Abstain Motion Carried

j) **Report of Engineers/Attorney** No engineers present. No report was given by Attorney John Papa

XI. Executive Session

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

At 11:55 a.m. Director Kane made a motion, seconded by Director Hohlt to leave regular session and enter into Executive Session to discuss Personnel Issues pursuant to 5 ILCS 120/2(c)(1).

Voice Vote All Ayes motion carried

At 12:11 p.m. Director Kane made a motion, seconded by Director Hohlt to leave Executive Session and enter into regular session.

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 None Abstain Motion Carried

Director Kane made a motion, seconded by Director Hohlt to make the following changes to payroll retroactive to July 1, 2014. Executive Director Mike Buehlhorn a 3% increase based on his reported salary of \$93,766.00; Planner Bryan Werner a 5% increase based on his reported salary of \$63,345.00 and Administrative Assistant Rene' St. Peters a \$1,000.00 bonus.

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 None Abstain Motion Carried

XII. Adjournment

At 12:15 p.m. President Byers asked to adjourn the meeting. A motion was made by Director McDowell, seconded by Director Yank 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 September 9, 2014 at 11:00 a.m.