

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday August 11, 2015

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

II Attendance Establishment of Quorum

Present were: Harold Byers, Madison County
Jerry Kane, Madison County
Gene Peters, Madison County
Barbara Hohlt, St. Clair County
Earl McDowell, St. Clair County
Gregory Yank, St. Clair County

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

Absent were: None

III. Public Discussion and/or Comment No Public Discussion and/or Comment was heard

IV. Approval of Minutes

Director Peters made a motion, seconded by Director Byers to approve the minutes from the July 14, 2015 regular meeting as presented.

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

V. Consent Agenda

Director Peters made a motion, seconded by Director Yank to approve the consent agenda items a thru e as presented on pages 5-27.

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

VI. Finance

a) **Director Peters made a motion, seconded by Director McDowell to approve the payments and claims for July 2015 MEPRD as presented on pages 28-32.**

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

b) **Director Kane made a motion, seconded by Director Yank to approve the payments and claims for July 2015 MMMP as presented on pages 33-34.**

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

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

Funding

For the third month in a row, the sales tax amount received had a slight decrease of about \$2,690 over the same period last year. The total amount to date is approximately 2.2% over last year, or an increase to date of \$93,012.

Grants

We have completed and submitted the application from St. Clair County for energy efficient lighting at MMMP.

The State is still in a bit of fiscal disarray, and the status of the ITEP Program for the \$2.6 million grant for the bridge over TRRA at Bunge is on hold. Hopefully, there will be a Capitol Plan in the State where we would also apply.

We have received several requests for our grant programs to date.

Projects

Staff met with representatives of the National Park Service to discuss an intergovernmental agreement to allow them to run some of their programs at the park during and after construction. Children's movie projects for next summer and yoga classes were among the early topics.

The GIS map of expenditures with both affiliates is still a work in progress.

Insurance

Our liability insurance costs rose \$67 for the 2015-2016 period to \$30,595 from IPARKS. The district also received a \$500 grant earlier in the year from IPARKS for the purchase of safety equipment, and a rebate for \$1,236.02 from the reserve fund. We are expecting another reserve fund distribution and will again apply for the \$500 safety grant.

Malcolm Martin Memorial Park

We have received a request for a construction easement from St. Clair County (Resolution 14-43) for the Front Street parking lot area. The area will be restructured by removing the paving blocks

and having a concrete surface which will include a dedicated entrance and exit, storm drains and bollards. The project will be out for bids shortly.

An Illinois American easement request was received and is under review. No terms or conditions have been sent to date.

Mr. Hier has sent the revised Donation Agreement amendments to the Board (Resolution 14-42) for approval. Once signed, we will receive our \$500,000.00 operational donation. Also, 2015 marks the 20th year Professional Security has been with the Gateway Geyser and park. And in speaking with Mr. Hier, we discussed getting a small plaque to show our thanks for his many years of service. It would be placed near the small pavilion near the lake, with an inscription and a small dedication.

VIII. Old Business

IX. New Business

Director Kane made a motion, seconded by Director Byers to approve by omnibus vote Section IX, Items A – F.

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

- a) **Reimbursement Request from the City of Mascoutah for \$6,736.98 for their completed grant project titled: Scheve Park – Skate Park Improvements.**
- b) **Reimbursement Request from the Village of Swansea for \$53,735.00 for their completed grant project titled: Richland Creek Trail Phase 2.**
- c) **Sponsorship Request: Godfrey Parks and Recreation District for \$2,500.00 for their event titled “Great Godfrey Triathlon” to be held on August 30, 2015.**
- d) **Resolution 14-42 Re: Changes to Donation Agreement with Gateway Center**
- e) **Resolution 14-43 Re: Front Street Easement – Construction Easement for the Front Street Project.**
- f) **Resolution 14-44 Re: Grant Request – St. Clair Township for additional parking at Centennial park Trailhead in the amount of \$13,775.00.**
- g) **Employee Compensation (motion made after executive session was held)**

Director Yank made a motion, seconded by Director Peters to give a 3% increase to Bryan Werner and Rene’ St. Peters which will be retroactive to July 1, 2015.

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

h) Report of Engineers/Attorney

No report was given

X. Executive Session

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

At 11:50 a.m. Director Kane made a motion, seconded by Director Byers to leave regular session and 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	Aye	Gregory Yank	Aye

6 Ayes No Nays None Absent None Abstain Motion Carried

At 12:07 p.m. back into regular session

Roll Call Vote

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

6 Ayes No Nays None Absent None Abstain Motion Carried

XI. Adjournment

At 12:08 p.m. President Hohlt asked to adjourn the meeting. A motion was made by Director Peters seconded by Director Yank 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 8, 2015 at 11:00 a.m.