

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday April 11, 2017**

**I. Call to Order** President Gene Peters 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  
Gregory Yank, St. Clair County

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

Absent were: Earl McDowell, St. Clair County

**III. Public Discussion and/or comment** none was heard.

**IV. Approval of Minutes**

**Director Yank made a motion, seconded by Director Kane to approve the minutes from the March 7, 2017 regular meeting as presented.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent None Abstain Motion Carried

**There was a request by the President to move the Consent Agenda and Financial portion of the Agenda after the Executive Session, No opposition was heard.**

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

**Executive Director Mike Buehlhorn made his report and discussed the following subjects:**

State sales tax receipts for the January were up \$7,700.00 over the previous year.

The Front Street Project construction is nearing the completion of the utility relocations. The construction manager has indicated that the parking lot portion of MMMP is still scheduled to be completed in the fall of 2017.

The Scott-Troy Trail clearing has gone well over the winter months. The return of the Indiana bat would have stopped any clearing progress that was not completed by April 1, but they completed that portion on March 30. Construction will start in April. We are receiving weekly reports from the engineer Ted Nemsky of Juneau Associates.

We have received the final draft of the agreement on the extension of the Front Street Trail to McKinley Bridge from SCCTD, and Chairperson Delores Lysakowski will sign it after review by John Papa. A copy was passed out to members for review and comment before the May meeting agenda. They will handle all construction, engineering, operations and maintenance. Any available grants will be applied for by SCCTD that are recommended by MEPRD. MEPRD would fund the project.

The staff has met with Mr. Hier and the Gateway Center Board in April. The requested \$500,000 for operations and maintenance was approved. The request for an additional \$800,000 was also approved for the electrical installation. Other options for the future of the geyser were discussed, including the limitation of height and additional eruptions. We are awaiting the Ameren Illinois numbers to determine if moving forward is in the best interest of the District. We will be meeting with TWM to have the on property electrical installation designed. The Executive Director and Planner met with Chris Stone and Scott Wizeman in Springfield to discuss options with Ameren in the future.

The flagpole issue is still ongoing. Soggy ground has slowed the progress to date, as we are very cognizant of the ruts that could be caused in our grass area. Plywood will be set over the sidewalk area and on the grass, but it is still a 40 ton truck. After some additional research, staff has determined that the halyard is at least 90' up inside the pole.

The Overlook handrail lighting will be installed at a cost of about \$14,568.00 later this month by Pyramid. They should be completed by May 1. It was a topic of discussion at the meeting with the Gateway Center.

The FY 2018 budget will be reviewed at the next Board meeting.

Bryan Werner made the presentations for all items under New Business and described that the new FY18 Grant applications will be finalized by July 1<sup>st</sup>.

**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 thru D.**

Roll Call Vote

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

5 Ayes   No Nays   1 Absent   None Abstain   Motion Carried

- a) **Resolution 17-04 Re: Grant request from City of O'Fallon for \$300,000.00 for project titled: O'Fallon Sports Park –Phase 4A Turf Fields.**
- b) **Resolution 17-05 Re: Grant request from City of Mascoutah for \$17,918.75 for project titled: Scheve Park Trail.**
- c) **Resolution 17-06 Re: Grant request from Tri-Township Park District for \$6,062.50 for project titled: Tri-Township Park District – Parking Lot.**
- d) **Resolution 17-07 Re: Grant request from St. Clair County Transit District for \$299,200.00 for project titled: Eckert's Loop Trail Phase I.**

**e) Letter from the Executive Director**

**Director Yank made a motion, seconded by Director Hohlt to accept the Executive Director's letter of resignation with the added stipulation that he could assist the organization until the end of August if needed.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent None Abstain Motion Carried

**f) Report of Attorney** no report was given

- X. Executive Session to discuss Personnel Issues pursuant to 5 ILCS 120/2 (c) (1). At 11:30 a.m. Director Hohlt made a motion, seconded by Director Byers to leave regular session and go 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	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent None Abstain Motion Carried

**At 12:08 p.m. Director Kane made a motion seconded by Director Byers to return to open session.**

Roll Call Vote

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

5 Ayes No Nays 1 Absent None Abstain Motion Carried

Director Peters discussed the rehiring of the Executive Director's position. There will be an ad posted for the position of Executive Director and use Director Kane as the point person. Also a copy of the most recent job description for the Executive Director position shall be sent to all the board members. The ad shall be posted for two weeks and then two weeks to review them, followed by two weeks to interview any candidates.

**Director Kane left the meeting at 12:14 p.m.**

- V. Consent Agenda**

**Director Yank made a motion, seconded by Director Hohlt 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	Absent	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 2 Absent None Abstain Motion Carried

**VI. Finance**

**a) Director Hohlt made a motion, seconded by Director Byers to approve the payments and claims for March 2017 MEPRD as presented on pages 28-35.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

**b) Director Yank made a motion, seconded by Director Hohlt to approve the payments and claims for March 2017 MMMP as presented on pages 36-38.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

**Director Yank made a motion, seconded by Director Hohlt to accept Mike Buehlhorn's resignation letter with the caveat that he is available through the end of August if needed.**

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

**XI. Adjournment**

**At 12:17 p.m. President Peters asked to adjourn the meeting. A motion was made by Director Byers seconded by Director Hohlt 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 May 9, 2017 at 11:00 a.m.**