

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday, June 13, 2017

I. Call to Order President Gene Peters called the meeting to order at 8:00 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

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

Absent were: Earl McDowell, St. Clair County
Gregory Yank, St. Clair County

Guest were: Curtis Blood
Jaynie Wells
Bryan Wells

III. Public Discussion and/or comment Jaynie Wells wanted to thank Mike Buehlhorn for his great service with the Metro East Park and Recreation District.

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

At 8:01 a.m. Director Kane made a motion, seconded by Director Hohlt 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	Absent

4 Ayes No Nays 2 Absent None Abstain Motion Carried

At 11:28 a.m. Director Kane made a motion seconded by Director Hohlt 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	Absent

4 Ayes No Nays 2 Absent None Abstain Motion Carried

At 11:30 a.m. President Peters called for a recess.

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

At 11:57 President Peters called to order the regular session.

V. Approval of Minutes

Director Byers made a motion, seconded by Director Hohlt to approve the minutes from the May 9, 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	Absent

4 Ayes No Nays 2 Absent None Abstain Motion Carried

VI. Consent Agenda

Director Kane made a motion, seconded by Director Byers to approve the consent agenda items a thru e as presented on pages 5-28.

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

VII. Finance

a) Director Byers made a motion, seconded by Director Hohlt to approve the payments and claims for May 2017 MEPRD excluding check #7402 in the amount of \$140,519.78 payable to MCT as presented on pages 29-35.

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

Director Hohlt made a motion, seconded by Director Byers to approve check #7402 in the amount of \$140,519.78 payable to MCT.

Roll Call Vote

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

3 Ayes No Nays 2 Absent 1 Abstain Motion Carried

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

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

VIII. Executive Director's Staff Report

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

State sales tax receipts for this month were up \$13,425 over the previous year and was once again a new record for the month.

Staff has applied for and have been awarded a \$500.00 grant from IPARKS for safety bollards at the park. They have arrived and been installed.

Scott-Troy Trail clearing is proceeding.

The work on Front Street is also in progress and they have begun the concrete work on the North end. They will be relocating our water meter to the multi-purpose building and removing the existing line. All work will be done with boring, with the exception of a small pit near the building. All grass repairs will be sodded and guaranteed for one year.

All documents for the extension of the Riverfront Trail East to McKinley Bridge from SCCTD have been received and filed.

There will be a new amendment to the donation agreement with Gateway Center next month in the amount of \$310,000.00 for the rebuilding of the generators, beginning on July 5. They have confirmed verbally that we may proceed with the project and the bill will be paid.

In addition repairs will be made to the lighting under the geyser foundation to coordinate the timing with the geyser lights. The work should be done by June 30.

We have received and deposited the third installment of \$500,000.00 from SCCTD. The final installment will be billed after July 1, 2017, which will complete our \$2 million dollar grant from SCCTD. Quarterly reports are sent on the trail progress.

President Peters and his wife will be attending a gathering on Tuesday, June 13th at the home of Ted and Katherine Edwards regarding the Garden Club of St. Louis and Malcolm W. Martin Memorial Park. They will be joined by Marshall Hier and Tom Schlafley of the Gateway Center Board

A State of Illinois certificate from Representative Jay C. Hoffman was presented to the Board for the Environmental Award received from St. Clair County.

Bryan Werner made the presentations for all items under New Business.

President Peters said a special thanks to Mike Buehlhorn for his years of service. Mike Buehlhorn said it was an honor and privilege to serve the District and for a great Board of Directors over the years.

IX. Old Business No old business to discuss

X. New Business

Director Kane made a motion, seconded by Director Byers to approve by omnibus vote Section X, Items A thru J.

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

- a) **Ordinance 17-01: Prevailing Wage Act.**
- b) **Resolution 17-11: FY18 Operating and Capital Budgets.**
- c) **Resolution 17-12: FY18 Park and Trail Grant Matching Program.**
- d) **Resolution 17-13: FY18 Event Sponsorship Grant Program.**
- e) **FY18 Schedule of Board Meetings – July 2107 through June 2018.**
- f) **Resolution 17-14 Re: FY17 Grant Request - Village of Freeburg - \$20,448.32 project “Freeburg Municipal Pool Playground”.**
- g) **Resolution 17-15 Re: FY17 Grant Request – Village of Glen Carbon - \$300,000.00 project “Schon Park – Phase 2A”.**
- h) **FY17 Event Sponsorship Request – Illinois Center of Autism - \$1,000.00 event “Pedal for Autism” to be held on Saturday, August 26, 2017.**
- i) **Grant Reimbursement Request – Village of East Alton - \$12,160.00 project “Bill Tite Memorial Lions Park Restroom”**
- j) **Grant Reimbursement Request – City of Belleville - \$2,144.00 project “Bicentennial Park Disc Golf Course”**
- k) **Deliberation and/or action on Executive Director Position**

At 12:25 p.m. Director Kane 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	Absent

4 Ayes No Nays 2 Absent None Abstain Motion Carried

At 1:01 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	Absent

4 Ayes No Nays 2 Absent None Abstain Motion Carried

Director Hohlt made a motion seconded by Director Byers to offer the position of Executive Director to Bryan Werner which will begin on July 1, 2017 with an annual salary of \$85,000.00 contingent upon the completion of a background check, physical and drug testing.

Roll Call Vote

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

4 Ayes No Nays 2 Absent None Abstain Motion Carried

l) Report of Attorney – no report was given.

XI. Adjournment

At 1:05 p.m. President Peters asked to adjourn the meeting. A motion was made by Director Byers seconded by Director Hohlt 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 July 11, 2017 at 11:00 a.m.