

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday, November 14, 2017**

**I. Call to Order** President Greg Yank called the meeting to order at 11:00 a.m.

**II. Attendance / Establishment of Quorum**

Present were:                 Jerry Kane, Madison County  
                                      Frank Bergman, St. Clair County  
                                      Barbara Hohlt, St. Clair County  
                                      Gregory Yank, St. Clair County

                                      Bryan Werner, Executive Director  
                                      Jen Cochran, Grant Coordinator  
                                      Rene' St. Peters, Administrative Assistant

Absent were:                 Gary Niebur, Madison County  
                                      John Papa, Attorney

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

**IV. Approval of Minutes**

**Director Hohlt made a motion, seconded by Director Bergman to approve the minutes from the October 10, 2017 regular meeting as presented.**

Voice Vote     All Ayes   0 Nays   Motion Carried

**V. Consent Agenda**

**Director Kane 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

Jerry Kane	Aye	Barbara Hohlt	Aye	Gregory Yank	Aye
Gary Niebur	Absent	Frank Bergman	Aye		

4 Ayes   0 Nays   1 Absent   0 Abstain   Motion Carried

**VI. Finance**

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

Roll Call Vote

Jerry Kane	Aye	Barbara Hohlt	Aye	Gregory Yank	Aye
Gary Niebur	Absent	Frank Bergman	Aye		

4 Ayes   0 Nays   1 Absent   0 Abstain   Motion Carried

**b) Director Hohlt made a motion, seconded by Director Bergman to approve the payments and claims for October 2017 MMMP as presented on pages 36-37.**

## Roll Call Vote

Jerry Kane	Aye	Barbara Hohlt	Aye	Gregory Yank	Aye
Gary Niebur	Absent	Frank Bergman	Aye		

4 Ayes 0 Nays 1 Absent 0 Abstain Motion Carried

## VII. Executive Director's Staff Report

**Executive Director Bryan Werner presented the following:**

- **Board Member Vacancy**
  - I met with Chairman Prenzler shortly after the last board meeting. The November 15<sup>th</sup> County Board Meeting agenda was posted yesterday with no appointment listed. The County's next board meeting will be December 20<sup>th</sup>.
- **New Air Station**
  - We installed a new air station at the back of the facility which accepts Presta and Schrader valves. Additionally, it features a tire pressure gauge.
- **FY17 Audit**
  - I just received a draft copy of the FY17 audit. I'm preparing the Management Discussion and Analysis letter. Greg and I will be meeting with Scott Weber to review the draft audit on November 20th.
- **IL Income Taxes**
  - Starting in 2018, the State of Illinois is encouraging all entities to pay IL Income Taxes online. We will prepare accordingly.
- **Investments**
  - In an attempt to consolidate some of our financial accounts, I've been considering eliminating some of the residual low-interest money market accounts and any bank where new signature cards are required for roll-over investments.
- **Front Street Project**
  - The park parking lot is coming along nicely and the trail alignment is clearly identified along Front Street. The project is expected to be finished this spring.
  - SCCTD is applying to ITEP for the trail extending from Front Street to the McKinley Bridge. Applications are due by December 1st and award announcements are expected this spring.
- **Troy – O'Fallon Trail**
  - Jen and I toured the Troy-O'Fallon Trail alignment, after which we created an interactive map showing current photos of the trail alignment.
- **MMMP**
  - Prior to our last meeting, Cummins finished rebuilding the generators and we received the final invoice of \$94K. Since that time, the Gateway Center reimbursed us the full amount of the project which was \$282K.
  - As mentioned at the last couple of meetings, we have a pump control valve needing to be rebuilt at a cost of approximately \$12K. Hydro Dramatics was notified to proceed. Since then we have been invoiced \$9K for parts, where the actual repairs will be completed in the spring.
- **Van Repairs**
  - The van is in need of significant repair, paint and parts. In time, a replacement vehicle is recommended.
- **Misc. Meetings**
  - We met with Shiloh and representatives from Wood River Township and hosted a SIPRA webinar.

- **MEPRD Staff**
  - Jen has been busy administering the grants and cleaning up the reimbursement request forms and Rene’ has been working with Sherry from Clifton Larson Allen to clean up some of the formatting on the financial reports.

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

**IX. New Business**

**Director Bergman made a motion, seconded by Director Hohlt to approve Section IX items A and B as presented.**

Roll Call Vote

Jerry Kane	Aye	Barbara Hohlt	Aye	Gregory Yank	Aye
Gary Niebur	Absent	Frank Bergman	Aye		

4 Ayes 0 Nays 1 Absent 0 Abstain Motion Carried

- a) **Grant Reimbursement Request – City of Fairview Heights in the amount of \$104,000.00 for their completed project titled “Everett Moody Park Pavilion Renovation.”**
- b) **Grant Reimbursement Request – City of Mascoutah in the amount of \$17,918.75 for their completed project titled “Scheve Park Trail.”**

**Director Kane made a motion, seconded by Director Hohlt to approve Resolution 17-33 as presented.**

Roll Call Vote

Jerry Kane	Aye	Barbara Hohlt	Aye	Gregory Yank	Aye
Gary Niebur	Absent	Frank Bergman	Aye		

4 Ayes 0 Nays 1 Absent 0 Abstain Motion Carried

- c) **Resolution 17-33: Resolution to sell items no longer useful or in the best interest of MEPRD and to dispose of or recycle items known to be defective.**
- d) **Report from District Attorney No report was given.**

**X. Adjournment**

**At 12:10 p.m. President Yank asked 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 December 12, 2017 at 11:00 a.m.**