Minutes

The monthly meeting of the Kewanee Park District Board of Commissioners was held at the Kewanee Park District Office Board Room, 1095 Cambridge Road Kewanee, IL 61443 Thursday December 12, 2019 at 5:30 PM.

Present: President Jim Powell, Commissioners Andrew Verstraete, Jim Heberer, Steve Brackett. Also, present Director Brian Johnson, Secretary Christy Jackson-Ehnle, Susan Devilder (Kewanee Star Courier), J.R. Salisbury, & Dan Erickson

Absent: Jacque Verscha

President Jim Powell called the meeting to order. The minutes of the November 21, 2019 meeting were reviewed and discussed. Jim Heberer motioned to accept the minutes as written. Andrew Verstraete seconded the motion. All in Favor. Motion Passed.

The November 2019 Financial Statements was presented. The Board Reviewed and discussed the Financial Statement. Steve Brackett motioned to accept the November 2019 Financial Statement. Andrew Verstraete seconded the motion. All in Favor. Motion Passed.

The November Bills for Approval were reviewed and discussed. Jim Heberer motioned to approve the Bills for November 2019. Steve Brackett seconded the motion. All in Favor. Motion Passed.

**Tax Levy Ordinance No 347:** Jim Heberer called to motion the Annual Tax Levy Ordinance #347 as written for 2019 payable in 2020. Andrew Verstraete seconded the motion All in Favor. Motion Passed.

**Open Business:** Dan Erickson mentioned that the Fairway mower needs reel stock blades cost is $2,343.00 The big 4700 Rough Mower rear rollers are worn and need replaced the cost is $4,475.00. J.R. also mentioned that he needs rollers on his mower 4 out of 7 are needed that cost is $2,000.00, he checked prices, and Toro is the cheapest. J.R. said the sand trapper rake has a steering problem; the tooth bar goes out every year the cost is $300-$500 to replace. Jim Heberer motioned to get a sand rake for JR at $6,500.00. Andrew Verstraete seconded the motion. All in Favor. Motion Passed.

**Director Brian Johnson’s Report and Meeting Minutes**

Then Monthly meeting of the Board of Commissioners will be on Thursday December 12, 2019 at 5:30pm. As far as I know everyone will be here. We will need to pass our tax levy ordinance at this meeting. This will be a busy meeting as I think you all are ready to discuss user fees, pay, etc...

1. Jim Heberer asked me to update everyone on the balances of the Trust money. As of 11/22/19 the balance in the EE Baker Trust is $1,122,01.033. The balance of the trust money that we took out already to pay for the water spillway at Windmont Park, the lighting of Northeast Park Pool Ball Diamonds and the bridge at Windmont is $15,895.00. We also still have $26,983.85 in the 2018 GO Account.

**Director Johnson said he will call and ask Clark Blair (Financial Adviser) to come to the January Board meeting to discuss the EE Baker Trust Account.**

1. Jim Powell audited the Health Reimbursement Account last month and gave me the OK to move $5,000.00 into the account. That will not last long as I as have skin cancer problems, Christy broke her ankle, and some other medical bills have come up. I would like to move some more money into that account because claims are coming in.

**President Jim Powell mentioned that any commissioner should be able to approve to replenish the Health Reimbursement Account. Steve Brackett asked about the health insurance deductible amounts. Director Johnson said $2,7000 individual and $5,000 for family. Jim Powell motioned to move $5,000 to the Health Reimbursement Account and allow any Commissioner to approve to replenish the account as needed. Andrew Verstraete seconded the motion. All in Favor. Motion Passed.**

1. There were several issues that were touched on last month with no votes. I will bring up as many as possible. If I forget to bring something up, please feel free to bring it up in session for a vote. Registers, snow days, dress code, rain checks, cell phones, gas log, activity passes, give always, Chicago

Convention, vacations (use it or lose it) etc.…

**Jim Heberer wants a register to keep track of the daily rounds of golf played. Director Johnson mentioned that the register keeps track of how many people purchased golf, but not the rounds that are played.**

**Andrew Verstraete suggested the dress code should be nice shirt & shorts.**

**Jim Heberer asked about giving out rain checks and who should give out the rain checks and for the unused golf only. Andrew Verstraete suggested to stay the way we are, no rain checks, there are weather apps that forecast the rain & bad weather before deciding to play.**

**Jim Heberer looked at the cell phone bill & gas log and thought it was okay. Andrew Verstraete suggested to limit the free passes that are given to the commissioners, also to track, number, date & expiration date. He would also like Director Johnson to be the only person with the authority to give any passes out. Director Johnson said he needs guidelines for donations to the benefits from the board.**

**Jim Powell mentioned that employees should use or lose their vacation, yearly. Andrew Verstraete discussed IMRF & unused sick days credit. Jim Powell asked to check with IMRF before any decisions are made. Secretary Christy Jackson-Ehnle called IMRF, 240 unused unpaid sick days = 1- year service, 20 unused unpaid sick days = 1- month of service.**

1. Jim Heberer asked last month for me to add up the amount of gasoline that myself, JR and Dan used tis year to this point. BL – 982.5, JR – 824.9, and Dan 937.4.
2. I wanted to update you on the shelter house at Windmont Park as far as expenses are concerned. We have received $50,380.01 up to this point from the insurance adjuster. We have sent SERVPRO $29,938.20 so far as payments for the work completed. We still have $20,441.81 in the account.
3. User Fees – I think we should take the user fees one at a time form the rate sheet I have enclosed in your packet. We can hear your opinions at the meeting. Remember last month we voted to eliminate the non-resident pricing.

**The Oasis Swimming rate increase was tabled at the meeting. Increased Weekly Day Rates: 9 holes, $12.00 & 18 holes $17.00 Daily Cart Rental 9 holes $8.00, 18 Holes $13.00 Andrew Verstraete made a motion to increase these rates. Steve Bracket seconded the motion. All in Favor. Motion Passed.**

**Season Tickets: Single $400.00, Senior (62 and over) $320.00. Family**

**$525.00, High School (15 – 22) $245.00 (same), Junior (14 & under) $140.00 (same). Andrew Verstraete made a motion to increase these rates. Steve Bracket seconded the motion. All in Favor. Motion passed.**

**Power Cart Season Tickets Private Cart – 1 Owner $275.00, Private Cart – 2 Owner (Married Couple) $300.00. Jim Powell motioned to pass these rates increases. Andrew Verstraete seconded the motion. All in favor motion Passed.**

 **Individual Season Leased Carts: Individual Yearly Cart Rental – 7 days $400.00, married coupe Yearly Cart Rental – 7 day $525.00 (same). Steve Bracket made a motion to increase these rates. Andrew Verstraete seconded the motion. Three in Favor. Jim Heberer Nay. Motion passed. Misc. Pull Cart $3.00 (same), Club Rental $10.00. Andrew Verstraete motioned to accept these rate increases. Jim Powell seconded the motion. All in Favor. Motion Passed.**

**Labor Day Fees: Men – 36 holes $50.00, Women – 18 holes $25.00, 18 Hole Cart Rental Per Person $10.00 (same), 36 Hole Cart Rental Per Person $20.00 (same). Andrew Verstraete made a motion to increase these rates. Steve Brackett seconded the Motion. All in Favor. Motion Passed.**

**Baseball User Fees: T-Ball $35.00, 1 Child $55.00, 2 Children $75.00. 3 or More $90.00. Soccer User Fees: 1 Child $35.00, 2 Children $50.00, 3 or more $65.00. Day Camp: $40.00. Andrew Verstraete made a motion to increase these rates. Steve Brackett seconded the motion. All in Favor. Motion Passed.**

**Shelter House and Pagoda User Fees: Windmont, Northeast & Chautauqua Shelter Houses $100.00, Windmont Pagodas $50.00. Andrew Verstraete made a motion to increase these rates. Steve Brackett seconded the Motion. All in favor. Motion Passed.**

**JR Salisbury mentioned that at times it is hard to get people to leave the parks that rented the shelters & pagodas at 10PM (closing time). On the reservation form the rental hours are 8AM – 10PM when the park closes. It was discussed to change the hours for the rentals to 8AM – 9PM. Andrew Verstraete made a motion to change the rental hours to 8AM - 9PM. Steve Brackett seconded the motion. All in Favor. Motion Passed.**

1. I have also included the sheets for the full-time employees. Please see me before the meeting with any questions if possible.

**With nothing further to discuss Jim Powell motioned to adjourn the meeting. Andrew Verstraete seconded the motion. All in Favor. Motion Passed.**