**Minutes**

The monthly meeting of the Kewanee Park District Board of Commissioners was held at the 19th Hole Restaurant, 1095 Cambridge Road Kewanee IL 61443 Thursday May 21, 2020 at 5:30 PM.

**Present:** President Andrew Verstraete, Commissioners Jim Powell, Jim Heberer, Jacque Verscha, Steve Brackett, Director Brian Johnson, and Secretary Christy Jackson-Ehnle

**Absent:** None

President Andrew Verstraete called the meeting to order. President Andrew Verstraete started the meeting stating that he would like to commemorate Brian Johnson for his 25 years of being Director of Parks for the Kewanee Park District. Congratulation Brian! In the history of the park district nobody has had 25 years of service as a director. Director Johnson also congratulated Jim Heberer for having 25 years being a commissioner. Great accomplishment! Brian thanked Andrew Verstraete.

Director Johnson contacted Mark Russell and he would like to be the Park District Financial Adviser. Jim Heberer motioned to keep Mark Russell as the Park District’s Financial Adviser. Steve Brackett Seconded the motion. All in Favor. Motion Passed.

Last month Andrew Verstraete nominated Jim Heberer as vice president, and he went to Director Johnson and declined and wanted to step down. Brian had contacted the Park District’s lawyer Justin Raver and he said it was okay to make another motion for a different vice president at the next meeting. Steve Bracket made a motion to elect Jacque Verscha. Jim Heberer made a motion to elect Jim Powell. Andrew Verstraete seconded the motion to elect Jim Powell. Four yas. Steve Brackett nay. Motion Passed.

The minutes of the April 16, 2020 meeting were reviewed and discussed. Jim Powell motioned to accept the April 2020 minutes as written. Steve Bracket seconded the motion. All in Favor. Motion Passed.

The minutes of the Election of Officers May 7, 2020 meeting were reviewed and discussed. Jim Heberer motioned to accept the May 2020 minutes as written. Steve Bracket seconded the motion. All in Favor. Motion Passed.

The April Financial Statements was presented. The Board reviewed and discussed the Financial Statements. Jim Heberer motioned to accept the April 2020 Financial Statements. Jacque Verscha seconded the motion. All in Favor. Motion Passed.

The May 2020 Bills for Approval were reviewed and discussed. Jim Powell motioned to approve the bills for May 2020. Jim Heberer seconded the motion. All in Favor. Motion Passed.

**Open Business:** With no open business to discuss, President Verstraete turned the meeting over to Director Johnson for his report.

**Directors Report and Meeting Minutes**

The monthly meeting of the Board of Commissioners will be held on Thursday May 21, 2020 at 5:30 pm. As far as I know everyone will be here. Jim Heberer came into the office and said he would like to decline the office of Vice-President and asked to pick someone else. I talked to Justin Raver who said we did not need to rescind any vote just merely hold another nomination, second and another vote for the office of Vice-President. I think we should do this as soon as possible after we start the meeting. Also, after 35 years Mark Russell did retire from PNB but said he would still like to be our financial advisor. He gave it his employees so they would get experience but said he would be happy to do it for us. Financial advisor was tabled at the last meeting so you should take a vote on Mark Russell for that position if that is what you want.

Some projects we have been working on…………

1. Surplus material – we have sanded the KPD name off the sides of the old pickup truck and took to Cernovich’s for scrap. The squad car has been sanded was also taken to Cernovich’s for scrap. The tractor with the lift has been photographed and is current on Kewanee Buy Sell and Trade. JR is currently working on buying a ¾ ton pickup that you have already approved.

**Director Johnson said the tractor was gone by noon for $2,000.00, could have sold it five times. All three of them are gone. Jim Heberer was talking to JR about the allowance for the pickup truck, JR said he can’t find many ¾ ton with four wheel drive, he came across an ½ ton for $5,800 he said he could probably get 2 for $12,000 and get rid of the red truck we have now. Jim Powell said he agreed if we could get 2 which we sorely need. Jim Heberer Motioned to allow $13,000 for two ½ ton trucks. Jim Powell seconded the motion. All in Favor. Motion Passed.**

1. JR has fertilized, put crabgrass control down and over seeded all fields at Northeast Park. He would also like to airify the soccer fields and over seed them while no traffic on them.

**Jim Powell motioned to allow JR up to $2,500 to airify and over seed the soccer fields. Jim Heberer seconded the motion. All in Favor. Motion Passed. Jim Powell asked if it needed rolled also. Brian said to ask JR because it packed, and he is trying to loosen it up.**

1. JR is working putting up the second memorial tree at Windmont. I have already sold 3 leaves on the new tree. Still working on the security cameras for Windmont. We now believe that we can get internet service there at a cost of $100.00 per month or run a recording station from inside the shelter at no monthly cost. We would take the chance the camera and recorder would burn in a fire. Which way should we go?

**Director Johnson ask do we buy a system and have it inside like we do at northeast or do we have the service brought in and do it through the internet? Jim Heberer said Windmont is such a high-profile park he would like to spend the $100 to get the internet. Steve Brackett motioned to have internet at Windmont park for security cameras. Jacque Verscha seconded the motion. All in Favor. Motion Passed.**

**Steve Brackett asked if the 19th Hole Restaurant ever offered free Wi-Fi to customers. Director Johnson said it was brought up years ago and was decided no. Jim Heberer ask if we have service why not offer it. Director Johnson said we have it for the cameras and security system, we can offer it by giving out the password he is not sure how many would use it, but maybe. Steve Brackett mentioned that you can get a Wi-Fi password for the public and have your own for security. Jim Heberer ask if we would have a termination fee if we did not keep it and mentioned to investigate a second Wi-Fi and if they sit in the parking lot will they be able to use it. Steve Brackett said usually it is set up once you leave the building you cannot use it. Director Johnson said he will ask those questions to Mike Perva, he is good at that stuff.**

1. JR is also working on the drain system at Northeast Park by the pool diamond scoreboards. Hoping to have that finished by meeting time but rain has pushed that back a few days. He is also working painting the crosswalks at Northeast and the concrete at the basketball courts. He still has a long list. The erosion at the skateboard park at Northeast and the drains at Chautauqua are also still on JR’s list as well. The Case Memorial is done and looks great.

**Director mentioned that JR Salisbury has access to a mini x and can get that done in a couple of days, he said today that he found a lot of dirt from Sopairs. Jim Heberer mentioned the tree by the case field memorial, the big cotton wood tree is hallow inside and ask Pat Shingling a landscaper and he said that it is a sign that the tree is rotten on the inside, and he would like to see if Director Johnson could hire an arborist to look at it since the tree is still alive, it looks good on the outside. Fear is the location no matter where it falls there is a road a parking lot and a fence. Pat had mentioned to Jim Heberer there is an arborist in Princeton Taylor Way he is good. Steve Brackett asked if JR was making French drains where he digs down and fill with rock, Director Johnson said that JR is going to try to repair the tile that is already in the ground. Jim Heberer mentioned that if he cannot fix it then he is going to have to put a French drain in.**

1. We have confirmed the restocking of fish at Windmont Park with Logan Hallow Fish Farm who will deliver at the end of the month. After a conservation with Bob Oldeen, he asked if he still could donate the fish at his expense of $5,000.00. He understands there will be no derby this year but still wants his family and business to be a part of youth fishing in Kewanee. Thank you Oldeen’s! We will still limit the fishing June to 16 years old and younger then open it up to the public.

**The board discussed doing something to show appreciation to the Oldeen’s for all they do for the park and community. Andrew Verstraete mentioned a bench or something, and Director Johnson suggested putting something by Rob and Karen Oldeen’s bench. Jim Heberer mentioned putting a banner on the fence recognizing them. Jim Powell mentioned a banner thanking Oldeen’s for stocking Windmont with fish. Director Johnson mentioned that this would be a good front page article about the Oldeen’s stocking the pond with fish. Jim Heberer liked the idea and it would explain without having the derby why only 16 and under can fish the month of June.**

1. Dan and Shane have a busy spraying month here in May as the rough got sprayed and the greens needed 2 applications of spray this last two weeks. We have moved all the stuff out of the old starter shed and are removing it.
2. Servo Pro and the Insurance Adjuster have been fighting on the final bill from Servpro which was $22,247.17. The adjuster said they have lowered the bill on the roof and are close to agreeing on the final price. When they do, they will send me a final check which I will turn around and send to Servpro. Hopefully, it will be over soon.
3. Andy wanted me to put travel baseball on the agenda for this month.

**Andrew Verstraete mentioned that travel baseball is taking over, maybe next year or the year after depending on the numbers we might have to start our league as a travel league. Andrew Verstraete said maybe talk to Galva, Stark County, Cambridge, 9 – 10 years old they are going to travel league, that’s when it starts to hurt us we are going to have to adapt or change, pee wee league and down we are fine.**

**Andrew Verstraete talked to Jon Hornbeck and a guy from work that had coached girls travel softball for about 13 years from Bureau Valley about a baseball tournament. Two ways we can do this being the tournament director or we could get teams and they would pay a flat fee and get dates how many teams what is the ages how many diamonds you need. What division single, double A, triple A or elite, open or whatever it is. Ask the teams what you are going to need lights, diamond preparation, sanction, or non-sanction tournament, pitching links, mounds & etc.… They all will have their own insurance policy and bring the certification of insurance when they come that would help us. Rate charges, flat fee per team and we provide the space only and get the diamonds ready. Director Johnson suggested that Nick Welgat could help us, he runs a good tournament. We will not charge at the gates. Hosting a tournament is where we could make some money. We would charge every team and we would offer top quality work; would coordinate all the teams it would be a 2-day tournament or if it is a holiday it would be a 3-day tournament. Set up brackets, play times, designate diamonds, for winners or looser we would set up the trophies or plaques or whatever we are going to give. Handle the umpires & pay them, score keepers, drag the diamond & rake and chalk every diamond and pitchers’ mound ragged. Keep up with trash. We have JR Salisbury and Tad Stout who is a certified umpire. It is going to be a lot of work at first, but we have some guys that can help us out. Director Johnson suggested a boys and a girls tournament. Jim Powell asked if you would you have a boys and girls on the same weekend and Andrew Verstraete said no it would be one or the other on that weekend. Jim Heberer asked if we must be sanctioned and Andrew Verstraete said no that the umpires must be sanctioned. Director Johnson also mentioned not to have tournaments when other others are having their big tournaments. Also, we need to set them up early and if it rains no refunds. If you get rained out that weekend no refunds. We can make money on the concession stand, we got to figure out something Andrew suggested to use lifeguards or an employee that is not working that day. These tournaments bring in a lot of people and the closest restaurant is Red Apple, Casey’s, & Dairy Queen and who would want to leave and lose their parking spot after spending ten minutes to find one. Jim Heberer asked if we would be in any position to do any of this summer 2020 or next summer. Andrew Verstraete said he would like to start 2021 especially with baseball being cancelled this year, travel teams now are going to Missouri or Iowa. We still have guidelines of 10 or less. Jim Heberer mentioned the case north diamond dugout needs repair work and Andrew Verstraete mentioned the case south dugout has broken cement. Jim Heberer also mentioned making people aware that they might have so many games away in a row and some at home. Andrew Verstraete said that Director Johnson needs to get with Galva, Stark County or whoever we go with and set up a schedule and let them know the days and where they will play and when so people know when they sign up. Jim Heberer asked about the age divisions and matching up divisions might not be the same, but age leagues will be the same. Director Johnson mentioned that the pony league is already in the Western Valley travel league. Andrew Verstraete mentioned that we need to get started and get the information out there that we are going to be having tournaments. We need a concession stand hot dogs, nachos, & etc.… Maybe we could get the high school kids to help with the concession stand. Jim Heberer mentioned that if he can get a meeting together with JR Salisbury & Tad Stout that he would attend and that there must be at least 3 board members at the meeting so anyone that would like to attend can. Steve Brackett mentioned that we all should have some input in this, whenever that meeting is that everyone should be notified. Jacque mentioned that we have the facilities for a tournament we should utilize them. Andrew mentioned that we need to ask JR Salisbury, Nick Welgat, Tad Stout, & Jon Hornback if they will help us out. Steve Brackett suggested to make some inquiries to other parks and see what they do and what they charge for their tournaments. Andrew Verstraete suggested that Toni Litton who manages the Oasis Pool could run the concession stand, since she is already there at the pool. Jim Heberer asked what is Toni’s schedule? Director Johnson said the pool is only open June, July and August and closes at 6:00 pm and games go on until October and until 9:00pm or so. Steve Brackett suggested having a place to sell food closer to the main diamond also. Jim Powell mentioned that they used to have a concession stand there, now it is used for storage why can’t we use that again? Director Johnson mentioned that Kewanee High School used it and Jim & Michelle used it for their concession stand.**

1. Jim Heberer said we should form a Director’s Committee in the last meeting. In the Kewanee Park District Code Book the Director’s Team is defined as…

“Two or more members of the Director’s Team shall serve as assistants to the Executive Director and is his absence shall be vested with the powers to perform the duties of the Executive director and shall perform all duties required by the Executive Director or by the board.”

I believe this is a good idea in case I am not available or sick and unable to come to work. I would caution not to appoint a member of the board as they could be put in a position to make decisions without any other board members approval but that is up to you. JR and Dan would be good candidates.

**Jim Heberer said he thought JR and Dan would be good, that he has a lot of confidence in their common sense and approach in things, they know everything about the parks. Jim Heberer made a motion to have JR Salisbury and Dan Erickson as the Director’s team for the Kewanee Park District. Jacque Verscha seconded the motion. All in Favor. Motioned Passed.**

**Jim Heberer asked if this could be added to the Election of Officers meeting for the Director’s Team that we have in May every year to make sure we keep it current.**

1. Talking with Duane Stevens at the Henry County Health Department about tennis and pickle ball on Monday. He said that he would not recommend any outdoor activities until the Governor allows those activities. As it sits now, outdoor activities can resume June 15 if the cases in Henry County stay the same or go down. He suggests a wait and see approach.

**Since Director Johnson had talked with Duane which means groups can get together with 10 or less means pickleball, tennis, & skateboarding is ok, question is do we open our parks back up and keep our playground and exercise equipment caution tape down. Director Johnson asked do you want to open the gates or leave them like it is? It was discussed and suggested that Brian call Duane and get a second opinion on opening the gates and playground and exercise equipment. Steve Brackett said that the next phase also means you can have outside dining, does that mean we are going to open the restaurant. Director Johnson said he will do what the board asks to do. Jim Powell said that means we need to discuss that to. Director Johnson said he needs to also ask Duane if they can come in and use the bathrooms in the restaurant. Steve Brackett made a motion that we open the playground and exercise equipment and open the gates on approval from the health department with recommendation from Duane Stevens allowing to use restrooms, open up the food and follow those guidelines and make a motion to open the parks as with the playground and exercise equipment. Jim Powell seconded the motion. Jim Heberer nay he is not sure about the food part of it yet and have concerns how we can have it open. Jim Powel said until we find out if we can use the restrooms, we should not open it up yet until it is warm enough that we can be outside. Jim Powell rescinded his second motion. Motion died for lack of second motion. Steve Brackett said he just wanted to put something out there so if Director Johnson finds out he can do these things he has the approval to go ahead and do it and we’re not going to meet again until June. Jim Powell said since the motion was not seconded, he wanted on the 29th for Director Johnson to check with the health department to see if we can use the exercise equipment and the playground. Jim Heberer mentioned to check and see if Windmont and Northeast Park bathrooms should be open to.**

**Jim Powell mentioned that around curve number 8 they blew the grass in the road when mowing and sometimes Reiman’s bikes are on the road and asked if Brian would have them to blow it back in, to keep it off the road for the motorcycles. Jim Powell also ask on the 29th can we golf in foursomes and can we take private carts. Jim Heberer ask about the limitations on the carts, Jim Powell mentioned that man and wife can ride together or if they are in the same household. If you are not in the same household, then you will have to go single in a cart. Director Johnson said he believes that they will come with a new rule list just not these changes. Steve Brackett ask if we start the leagues will we have enough carts for everyone. Director Johnson said we have 60+ carts and once they are out, they are out, I would much rather see two people in a cart than four carts going out. Steve Brackett asked about still having to make tee times, current rule is still in effect. Jim Heberer ask about the golf league, Steve Brackett said maybe Monday night league will start. Jim Heberer ask about collecting the league money since the club house is closed. Director Johnson mentioned getting a register to keep track and they will get a receipt. The Friday night couples league is $15.00, $6.00 for each and three dollars, $1.00 to the bank account $1.00 for the pin prize and $1.00 for the random drawing.**

**Jim Heberer mentioned that he likes the fence that T Hall put up on number #5 he would like a galvanized poly coated fence for Windmont along the road and asked Brian to get pricing for it for June’s meeting. Jim Heberer also mentioned that he talked to JR, and he said that he could put that up, so we do not have to hire anyone. Jim Heberer talked to Brian about the gates and they both agreed that they will need to put up new gates to because the poly coating will not fit on the frames. Steve Brackett said that you can get the poly coating in black. Steve Brackett went to Interstate Fencing and saw a black one that looks nice.**

**Jim Heberer mentioned that Brian did a great job on the letter about Mary Lou Griffith, nice job! Jim Heberer mentioned that the article Troy Taylor wrote about the board waiting to make a decision about cancelling the summer sports, that what Brian said reflected the board to the t. Jim Heberer asked Brian to remind everyone the F.O.I.A ( Freedom Of Information Act) that is required every year and get it done, so we’re all compliant. Jim Heberer ask about accounting for the activity passes, so if you bring a quest golfing it is accounted for.**

**Steve Brackett mentioned what a great job Dan Erickson did on the ramp going from 9 to 18. Steve Brackett also mentioned that they had moved the outside cooler condenser at 19th hole. Director Johnson said Joe DeSmit moved it for free and ask if a banner could be put at Windmont in memory of his son who loved to fish. The fishing derby was cancelled, and he will get together with Joe and make a banner for next year.**

**Andrew Verstraete asked Brian for the vacation and days off schedule once a month. He also ask Brian to check into Solar again, or if we need to call an energy management person or who, but there are a lot of business getting solar. At the time when Brian checked with Yepsen from CSB there were not any tax credit given to our entity at the time, but probably changed since then. Andrew Verstraete said if we can get tax credit and save us money this is the year for the opportunity to do stuff like this. Director Johnson said he has not had lunch with Kevin Yepsen for a long time and he needs to and discuss Solar panels.**

**Andrew Verstraete said since he’s at work until 3 and can’t check his phone all the time he would like Jim Powell since he’s the vice president to take care of the Health Reimbursement checking and if Brian needs a day off to let Jim Powell approve it.**

**Also mentioned getting the 19th Hole Restaurant open we cannot open it on the 29th but if we can open June 15th, we need to get stocked and employees. Brian said he will start next week getting things ready and now everything you must serve outside. Steve Brackett asked Andrew Verstraete abut when he was talking about moving the pro shop to the front area that he went to** [**pro.chrongolf.com**](mailto:prochron@golf.com) **they have information on a pro shop and how to set it up, if we took the counter space where the money is taken and took that wall out to the outside wall then open that all up there and have a little more space because its crowded there. It has a lot of guidelines on what you should and should not have. Andrew mentioned to take off all the plaques from the wall, it’s a hall of fame and there is a lot of people on it, but a lot of people don’t pay attention it’s a focal point something that need to be changed. Andrew asked Brian if he heard anything on the park getting any stimulus checks, Brian said he does not think tax exempt entities get a stimulus check. Jim Powell read that we do not get anything yet and it said to contact your legislator.**

With nothing further to discuss Andrew Verstraete motioned to adjourn the meeting. Jim Heberer seconded the motion. All in favor.