

MINUTES

The Monthly Board meeting of the Kewanee Park District Board of Commissioners was held at the Baker Park Office, Thursday, April 15, 2021 at 5:30 PM.

PRESENT: President Andrew Verstraete, commissioners, Jim Powell, Jim Heberer, Jacque Verscha, and Steve Brackett. Also, present Director Andrew Dwyer, Secretary Christy Jackson – Ehnle, Paula Kapacinskas, Shane Lafollette, Dan Erickson, and Susan DeVilder (Star Courier).

ABSENT: Director Brian Johnson

President Andrew Verstraete called the regular Board meeting to order at 5:30 p.m. The minutes of the March 18, 2021 meeting were reviewed and discussed. Jim Powell moved to accept all minutes as written. Jim Heberer seconded the motion. All in Favor. Motion Passed.

The March 2021 Financial Statement was then reviewed and discussed. Jim Heberer moved to accept the March 2021 Financial Statement. Steve Brackett seconded the motion. All in Favor. Motion passed.

The April 2021 Bills for Approval were also reviewed and discussed. Jim Heberer moved to approve the bills for April 2021. Jacque Verscha seconded the motion. All in Favor. Motion passed.

Resolution #355 Approve signatures on Accounts with Peoples National Bank and rename the 2018 Capital Improvement to G.O. Bond

Steve Brackett motioned to accept resolution #355 as written. Jim Heberer seconded the motion. All in Favor. Motion Passed.

Resolution #356 Recognition and Appreciation of Service

Steve Brackett motioned to accept the resolution #356 as written. Jim Heberer seconded the motion. All in Favor. Motion Passed.

President Verstraete presented Commissioner Jim “Boog” Powell with the resolution of Recognition and Appreciation of Service and thanked him for his service to the Kewanee Park District and residents of Kewanee over 12 years of elected service to the Kewanee Park District. Everyone thanked him! Commissioner Powell wished newly elected Paula Kapacinskas the best and

thanked everyone for the recognition and appreciation for serving as Commissioner on the Kewanee Park District Board over 12 years.

Resolution #357 Recognition and Appreciation of Service

Jim Heberer motioned to accept resolution #357 as written. Steve Brackett seconded the motion. All in Favor. Motion Passed.

Director Brian Johnson was absent from the board meeting. President Verstraete read Director Johnson's resolution of Recognition & Appreciation, and thanked Director Brian Johnson for his 30 years of service to the residents of Kewanee and the Park District and wished him the very best for his retirement. We all wished Brian the the best on his retirement!

With nothing further to discuss President Andrew Verstraete turned the meeting over to Director Andrew Dwyer.

Director Report & Meeting Minutes

The monthly meeting of the Board of Commissioners will be held on April 15, 2021 at 5:30 pm. Below is my report, all items noted are a collaborative team effort by all park district employees.

- 1.) Follow-up from last board meeting:
 - a. Garden Club Tree Location: West of the new playground, to the north of the walking path. Tree TBD and they would like to possibly donate more to go on either side of the one they intend to plant
 - b. Tee Marker signs. Selected model is an additional \$2,485. Staff and commissioner Powell have coordinated and recommend this design for approval. Forebettergolf is ready and awaiting our direction.
Jim Powell motioned to buy the Tee Marker Signs for \$2,485.00. Jim Heberer seconded the motion. All in Favor. Motion Passed.
 - c. Conversion of White 0B stakes to Red lateral hazards on left side of 3, right side of 14, left and right side of 15 (before the road), left and right side of 16, and right side of 17 (before the road). If no opposition, staff recommend these changes to speed pace of play.
 - d. ADA fishing dock: Staff are looking into solutions.

Recommendations have been made in the form of installing pilings with floatable rings to allow dock to float, concrete at the entrance to the dock on the shore side, or possibly a permanent type structure. Park staff continue to investigate and will report back as information is available.

- e. Walking Path: We are obtaining quotes for sealing of the walking path at NorthEast. Based on the prices that come in a recommendation will be made in future meetings.
- f. Fishing Rodeo: Joe Desmit has graciously agreed to run the rodeo. He will be doing so on a volunteer basis and only asked that any monies or salary that would be attributed to a director, would be reinvested into the program. 1,600 pounds of 1-3 lb Catfish have been ordered and will be delivered in advance of the rodeo. Fish have been acquired through Herman Brothers Fisheries in Canton.
- g. Family Tee Markers: Are out on course and have been adjusted after survey was completed by park staff to find best location with flat ground. This is done and we will proceed onto score card ordering
- h. Secured sufficient sponsors for score card.
Director Dwyer mentioned that there were 10 sponsors for the score cards.
- i. Scholarship applications — Due May 4, have yet to receive any from either school.

2.) Audit preparation

- a. Scope and Timing Letter
- b. Management Representation Letter
- c. Cash Confirmations

3.) Snack Shack: Nick and Michelle Welgat have agreed to operate the concession stand at NorthEast this year beginning June 1. They need a stove as the Health Dept requires food to be prepped on site, 19th Hole is in need of a new oven we are replacing that and sending the other out to Snack shack as the stove works and the oven is the issue where it is slow to heat. Need to discuss rent, they are open to discussion.

The board discussed the monthly rental rate for the concession stand. Jim Heberer motioned to set the rate at \$350 per month. Jim Powell seconded the. All in Favor. Motion Passed.

- 4.) Claudia Buchanon was able to secure a grant for 40 Red Oak trees that are between 2 and 4 foot tall. They were secured under the premise that a good portion be planted at Northeast. I have spoke to Claudia and she is OK with us placing some at other locations as we are discussing tree purchase for other varieties in the near future. We discussed Chautauqua and Baker Park as alternative sites as a need presents itself at those locations. The trees are in and will be placed in a "tree farm" somewhere at Baker park, near a sprinkler head until they grow large enough to make it in the other park.

- 5.) Purchase request for 2 treadmill desks. This is part of a wellness initiative for staff.

The board discussed the request for 2 treadmill desks. Jim Heberer motioned to purchase the 2 treadmill desks. Jim Powell seconded the motion. Four Yeas and one Nay (Steve Brackett). Motion Passed.

- 6.) Tuesday Night Golf league: Men and Women. Would the board be interested in offering some specials for golfers on Tuesday night? From my understanding, both league are struggling a bit for numbers.

The board discussed offering specials on Tuesday Nights. Jim Heberer suggested an appetizer & drink special, Director Dwyer is going to get together with Jackie Garms and get proposals. Jim Heberer motioned on Tuesdays Special \$1.50 Busch Light and \$1.00 off mixed drinks. Steve Brackett seconded the motioned. All in Favor. Motion Passed.

Phone/Internet/TV: Investigating options Approximate monthly bill between the 2 providers is \$1,150 per month, cell phones not included.

- 7.) Baseball Director: Previously it has been paid based on number of leagues and draft etc. I am proposing we convert to a flat fee of \$3500 to be all inclusive of the duties.

- 8.) Soccer director: Alex and Jesus Bermudez will be a tag team this year in order to pull this off. Both are involved and willing to help get this year done. I will calibrate and discuss future seasons with Jesus after this season as Alex is moving out of the area for work.

Also, the board discussed wages for Tad Stout director of Baseball/Softball/T-Ball. Jim Heberer motioned for wages to Tad Stout \$3,500 annual. Steve Brackett seconded the motion. All in Favor. Motion Passed.

- 9.) Vehicle for 19th Hole deliveries, supply runs, etc. . .
A vehicle was discussed, and Director Dwyer suggested getting a vehicle up to \$3,000. Steve Brackett motioned to get a vehicle for \$3,000. Jacque Verscha seconded the motion. All in Favor. Motion Passed.
- 10.) Blue Star Liquidation donated easter baskets and other supplies for the hunt this year. I wanted to make note again as their contribution was much appreciated. Corissa and Dustin McClean from Bluestar have stated their intent to be our partner and sponsor for years to come.
- 11.) Day Camp — Sharon Desmit and I had a discussion and she is excited and planning for day camps this year. She also stated that she is not necessarily ready to "hang it up" and loves the day camps. I will be working closely with her for camp this year and then years in the future until she is ready to fully retire.
- 12.) Pool has been repaired and then our team and we are prepping for our opening. We are still in need of a manager and I will be aggressively trying to secure one now that we have got soccer taken care of.
- 13.) Summer intern w/hybrid pool manager position.
- 14.) Summer help: We are having an exceedingly hard time acquiring staff for positions at all locations. I propose we discuss incentivizing staff for use of facilities etc. with a minimum number of hours worked per week.
- 15.) Planning Commission is having a hearing on April 22 regarding the expansion and redesignation of the property at 1109 N. Main St.
- 16.) Update on new maintenance building.
JustCore Concrete Construction finished the foundation.
- 17.) Old fountain relocation.
Fountain is done, poles are set it will be 2-3 weeks before it gets put in. Director Andy is seeking quotes for a electrical upgrade from the old to a new service.
- 18.) Compensation for installation of light poles on driving range.
Dana Well Drain installed the light poles at the driving range. Jim Powell motioned to give Nick Dana a season golf pass and a gift card for Glen Dana. Jim Heberer seconded the motion. All in Favor. Motion Passed.

- 19.) Purchase request: Divot Fill bottle and cart mount. Approx \$35 per kit totaling 60 carts not to exceed \$2500 total. Jim Heberer motioned to purchase divot fill bottle and cart mount at \$2,500.00. Jim Powell seconded the motion. All in Favor. Motion Passed.
- 20.) Rates for ball diamond rental. \$25 for field and another \$25 for lights. Lots of requests coming in.
Jim Heberer motioned to stay at the current rates. Jim Powell seconded the motion. All in Favor. Motion Passed.
- 21.) Conversion of calendars to digital and placed on website.
Golf & Baseball Calendars updated.
- 22.) Discussion regarding reports from 19th Hole POS system and recommendation to adjust reports to be more compact data.
- 23.) Revisitation of 6 pack beers sales.
Jim Heberer motioned to lower the price of 6 pack beer from \$15 to \$12 at the 19th Hole Restaurant. Steve Brackett seconded the motion. All in Favor. Motion Passed.
- 24.) Recommendation to remove Commissioner e-mails as they aren't used.
Jim Powell motioned to remove the commissioner e-mails. Steve Brackett seconded the motion. All in Favor. Motion Passed.
- 25.) Bulbs have been replaced at Windmont with LED bulbs at as many spots as can be.
- 26.) Open meeting act training for board members
Director Dwyer asked the board of commissioners to take the open meeting act training.
- 27.) Remediation of fuel leak near Chatauqua Park.
- 28.) Received personal property replacement tax check on 4/8/21 in the amount of \$15,574.06.
- 29.) Giveaways for golf and 19th hole.
Director Dwyer suggested giving out gift cards, golf balls, round of golf, golf guess tees for a giveaway, and pool passes to reach out to the community for their like, comment, or share on Facebook.
- 30.) Cernos Bar and Grill discussion
- a. Simulator for sale
 - b. Northeast rental for employee appreciation
 - i. June 27

- ii. Bring in big tent
- j. Other activities
- a. Met with: Garden Club, Horseshoe League, Wanda and Warren for Geocaching, United Healthcare introduction, held all 3 men's golf league meetings, Trap and Skeet, People to people on WKEI, ACCO, G &M, introductory meeting with incoming board member Paula Kapasinskas, YMCA.

The board discussed the age for a child to ride on a golf cart. Jim Heberer motioned for the age of (4 or 5 for cart at starter's discretion) to ride in the golf cart. Steve Brackett seconded the motioned. All in Favor. Motion Passed.

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