

Lan-Oak Park Board
Park Board Meeting
November 16, 2009

President Long called the Park Board meeting to order at 7:10pm. Upon roll call the following were present: Commissioners Gaffney, Flanagin, Kelly, Leck, Long. Also present were Kuniej, Wilson, and Reynolds. Guest(s): April Haynes (arrived at 7:20pm).

Motion made by Flanagin to accept the Consent Agenda Items A-C which includes: Park Board meeting minutes from October 21, 2009, Public/Special meeting minutes from November 9, 2009, Lansing Old Timers Special meeting minutes from November 9, 2009; AP Selection Reports-Refunds and Payroll W/H October 29, 2009 and November 12 2009, and AP invoices November 16, 2009. Second by Kelly. Upon roll call the following voted "aye"-Flanagin, Gaffney, Kelly, Leck, Long. No "nays". Motion passed.

Director Wilson presented his report. President Long questions Wilson on the Park District's surplus equipment and wants to know what is being done with the old playground equipment that was removed from the parks. Wilson responds that all of the equipment is in the maintenance yard and most will be going to scrap for money and what can be saved and used will be retained. Gaffney asks Wilson if a new business has been chosen to service Park District vehicles. Wilson states that RDJ Motor Sports on Chappel in Lansing has been selected after receiving labor quotes from several Lansing businesses. Kelly suggested to Wilson that the Park District should look into Ridgeway Petroleum for gas accounts for their vehicles. Wilson indicated he would have no problem doing so and it would be a savings to the District, but the Board would have to provide the Staff direction on this issue since the gas stations are in Indiana. Kelly stated that the facilities are in Indiana but it is a Lansing based business. After a discussion on the matter, Wilson and Long will meet with the owner to see if there could be an account established for the Park District to charge gas.

Gaffney asks Wilson if he has spoken with Com Ed about the fee for the electrical post at Schultz Park. Wilson stated that Com Ed informed the Park District that it is the LOPD responsibility for the \$1980.00 cost to repair the electrical service since it is on the Park District's property.

Gaffney presented the recreation report. Gaffney stated that he has spoken to someone with knowledge of constitutional law about room rental policy at the Eisenhower Center. Upon his discussion Gaffney was advised that a policy could be set about matters that have to do with safety concerns for employees and the public, but no policy could be made on how the public speaks while the room is in use by them. Gaffney further stated that there will be changes made to the room rental policy by Desjardins. Gaffney stated he had new information on

the Roger Jerome matter. A brief discussion was made several changes to his independent contractor's contract. Long indicated he was contacted and what was communicated to him was totally different from Gaffney's information. All members agreed that there should be no changes to any contract without consulting the staff and discussing the matter with the staff. It was agreed that the Staff would contact Mr. Jerome and inform him that the original contract had to be returned to Sharon Desjardins as per her letter stated to him. Kelly states that it is the full power of Wilson and Desjardins when it comes to employees and contractors at the Eisenhower center and that they alone should make the decision on employment issues. The recreation committee will be discussing future independent contractor's contracts at a future meeting.

Motion made by Gaffney to declare the two Jacobsen Turfcats T528D with 72" front mowing decks, and the snow blower attachment as surplus equipment as recommended by Wilson. Second by Kelly. Upon roll call the following voted "aye"-Flanagin, Gaffney, Kelly, Leck, Long. No "nays". Motion passed.

Motion made by Gaffney to award Alternate Bid #1 to Reinders, Inc. for the purchase of declared surplus equipment being two Jacobsen Turfcats T528D with 72" front mowing decks, and the snow blower attachment. Second by Leck. Upon roll call the following voted "aye"-Flanagin, Gaffney, Kelly, Leck, Long. No "nays". Motion passed.

Long announced that there would be a Buildings & Grounds Committee meeting on 11/25/09, 6:00pm at the Administration Office.

A brief discussion was held about the Pennsy Greenway Spur proposed route. Wilson will be consulting with Active Transportation Alliance and Robinson Engineering before he will give his final recommendation to the Planning Committee and the Board.

Planning Committee was not able to meet prior to the meeting. Kelly asks if there are any questions about the holiday party. Date is set for December 12, 2009, 6:30pm in the Fireplace Room at Lansing Country Club.

Wilson states he is making contact with Com Ed involving their property to use for the proposed route for the Pennsy Greenway Spur.

Gaffney asks if any names have been determined for the Meekma park project. Board members discussed the idea of honoring a local community group for the name provided the community group would be activity in the future maintenance and upkeep of the park should the Townhouse Association does not submit a park name for the Board to consider.

Long gave an update on the activities of the Schultz Park neighborhood group. To date over \$4,700.00 has been raised for new play equipment by. A few

fundraising events have been planned for more but nothing else new on the matter. Next Schultz Park meeting is set for sometime after the holiday season.

Wilson states he is still looking into the access audit matter. Title II of the American Disabilities Act requires that all Park District facilities including those that have existed before 1992, to be evaluated for the accessibility of programs & services provided within those facilities. There is a final and enforceable standard for constructed areas as well as final guidelines. The Park District conducted an ADA self evaluation in the early 1990's like all other park district's throughout the State. However, the recreation guidelines had not been developed at that time so the work is incomplete. To complete the study by a qualified company the cost would be approximately \$20,000.00. Wilson will be updating the Board on this matter in future meetings.

Long states a dog park would be a great addition to Lansing and the matter should be discussed further. Kelly states that he and Long have visited two dog parks in nearby areas to get ideas. Kelly stated that Bernice Park may be a good choice for one. The idea of a dog park will be further discussed in the upcoming Planning Committee meeting.

Kelly announced that there would be a Planning Committee meeting on 11/25/09, 6:45pm at the Administration Office.

Kuniej presents her report. Kuniej stated that tax money has not yet been received and approximately \$800,000.00 is still due from the County. Kuniej believes that the District should be OK and will make it through the upcoming bond payments as long as the tax money starts coming in by December 1. Wilson states he is still working on proposals for the audit. Motion made by Flanagan to accept the Treasurer's Report/Operating Statement for October 31, 2009 as presented. Second by Gaffney. Upon roll call the following voted "aye"-Flanagan, Gaffney, Kelly, Leck, Long. No "nays". Motion Passed.

Flanagan stated that the proposed personnel policy Sections 3 and 4 has been reviewed and approved by the Finance & Personnel Committee and would like to present these two sections along with the remaining sections of the Personnel Manual that has been reviewed by the Park Board in its final form. If approved as presented the Personnel Manual will be effective January 1, 2010. Motion made by Flanagan to accept to Personnel Manual as presented by the Finance & Personnel Committee with an effective date of January 1, 2010. Second by Kelly. Upon roll call the following voted "aye"-Flanagan, Gaffney, Kelly, Leck, Long. No "nays". Motion passed.

The Board reviewed the bids that were received for the Park District' General Obligation Limited Tax Park Bond. Two bids were received from First National Bank and from Hutchinson, Shockey, Erley & Company. The lower bidder was First National Bank of Lansing, Illinois with APR of 4.17%. Motion by

Flanagin to accept the bid from First National Bank as presented. Second by Gaffney. Upon roll call the following voted “aye”- Kelly, Leck, Flanagin, Gaffney, Long. No “nays”. Motion passed

Motion made by Flanagin to accept Ordinance 11-16-09 the Annual General Obligation Bond Ordinance. Second by Leck. Upon roll call the following voted “aye”-Leck, Flanagin, Gaffney, Kelly, Long. No “nays”. Motion passed.

Wilson states the community wide survey will go out in the winter/spring brochure and all postage matters have been completed. Wilson states that bank has been established and postage has been purchased. Leck states that the last line in the survey is incorrect. Wilson states it will be corrected.

Kelly asks if there has been any response yet on Arts in the Park. Long explained that the news release for the program will be going out on Tuesday, November 17, 2009 to the various news outlets. Long discussed the project with the Board.

Flanagin provided an update on the most recent meeting of the Park Foundation. Flanagin acknowledged that Long was in attendance at the meeting and informed the Foundation that future meetings will need to be posted since there could be at least Park Board members present. Flanagin states the meeting was good and there was a discussion about Cruise Night and the Road Rally. Flanagin stated that the foundation believes the events went well even though there was bad weather and the turnout was low. Long asks about the By Laws from 1996 and wanted to know if they have been updated. It was stated that those are the most current By Laws. Long announced that per the By Laws of the Park Foundation, all board members are members of the Foundation and the Director of Parks & Recreation and the Park Board President are members of the Board of Directors.

Flanagin asks about district’s credentials for the upcoming IAPD annual meeting and suggests that Gaffney and Kelly should serve the district as the delegates. After a brief discussion, Motion made by Flanagin to have Flanagin serve as the Park District’s delegate to the annual meeting with Gaffney as the Alternate #1 and with Kelly to serve as the Alternate #2. Second by Kelly. Upon roll call the following voted “aye” – Gaffney, Kelly, Leck, Flanagin, Long. No “nays”. Motion passed.

Long passes out a copy of letter regarding the subject matter of tax exemption from Primack. Long made a statement that the district’s tax exemption should have not been used for the Volunteer Dinner. If a matter similar to this should occur in the future, Board Members should address the full Board. There were no comments.

Long addressed April Haynes who wanted to commend the Board on all

their hard work and spoke about the diversity in the community. Long thanked Haynes for her time and comments.

There being no further business or matters to discuss, Gaffney Motions to adjourn the meeting. Second by Kelly. Upon roll call the following voted "aye"- Flanagin, Gaffney, Kelly, Leck, and Long. Motion passed.

Meeting adjourned at 9:02pm

Respectfully Submitted,

John W. Wilson, CPRP
Secretary to the Park Board