

Belvidere Township Park District
Board Meeting
July 23, 2019

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:05 p.m. Roll call was taken. Those present were Sam An, Paul McCaffrey, Jean Twyning and Mary Marquardt. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to add Item VIII.D. NASR Financial Report to the July 23, 2019 meeting agenda, seconded by Paul McCaffrey. A voice vote was taken. Jean Twyning, Paul McCaffrey and Mary Marquardt voted yes. Sam An abstained. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the July 9, 2019 meeting minutes, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

Mark Pentecost circulated a letter of interest he received from a gentleman interested in the commissioner vacancy. August 3, 2019 is the deadline to accept letters, then the board will conduct interviews.

Director's Report

Mark Pentecost advised the board that there will be two architect/engineering firms making a presentation on the redevelopment of the Baltic Mill structure. There will be no action required at this time.

Paul McCaffrey left the meeting at 5:11 p.m. and returned at 5:20 p.m.

Superintendent of Recreation Report

Rick Wulbecker provided the board with the Ellis & Associates second audit evaluation results. Section 1: Lifeguards were found to exhibit consistent scanning patterns with downward head and eye movement. Section 2: Lifeguards met all operating criteria's and incorporated the use of the AED and Oxygen in all Team Management Scenarios. Section 3: All facility and administrative items were found to be in compliance and good order. The final overall audit evaluation score was an Exceeds.

Tabled: Board Retreat

There was no motion to remove this item from the table.

July 23, 2019

Page 2

Tabled: City of Belvidere Easement Agreement-Sanitary Sewer

Jean Twyning made a motion to remove the City of Belvidere Easement Agreement from the table, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

The City provided the park district with a corrected copy of the Easement Agreement to include the missing items. Mark Pentecost spoke with Mayor Chamberlain and asked about the district's request for reduced permitting fees for municipalities. The mayor does not want to standardize the permitting fees but wants to customize each request.

Mark suggested the board table the agreement.

Jean Twyning made a motion to table the City of Belvidere Easement Agreement, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Aberdeen Parking Lot Improvements

The bids for the Aberdeen Park parking lot were opened on Monday, July 22, 2019. There were three bids received. The project will include removal of all islands, re-configuring the ADA access points to both parking lots and repaving both parking lots.

TAT Enterprises submitted a bid in the amount of \$101,226.76, which is 29% below the engineer's estimate cost of \$143,000.00.

Jean Twyning made a motion to accept the bid from TAT Enterprises for \$101,226.76, seconded by Sam An. A roll call vote was taken with all voting yes. Motion carried.

Professional Services Agreement for Doty Park Pathway Project

Arc Design Resources, Inc. submitted a proposal for professional services on the Doty Park Site Redevelopment. The project would include design of a new parking lot along Locust Street for joint use between Doty Park and the YMCA; Path connection from the new parking lot to the back side of the Riverside Ice Rink; New path from the Doty Park Sprayground to connect to the Riverfront Path at the northwest corner of Doty Park and up to Locust Street.

Mark Pentecost is anticipating a 2nd proposal to be submitted for review at the August 13, 2019 board meeting.

Jean Twyning made a motion to table the Doty Park Pathway Project Professional Services Agreement, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Baltic Mill Professional Services Presentation

Paul Ollmann, with Ollmann Ernest Martin Architects, was present and provided the board with a binder including information on his firm, key personnel and photos of projects his firm has been involved with. He

July 23, 2019

Page 3

feels there is great potential for the Baltic Mill and that it could be made structurally sound. One immediate concern is the stone turbines that are being stored in the mill. They are too heavy and are causing the floor to sag.

Gary Anderson, with Gary W. Anderson Architects, was present. His firm has been involved with a significant number of barn construction projects and have knowledge of the construction type, material use and joinery of materials.

Both firms would propose to analyze the Baltic Mill as a historic and unique community asset while considering its potential for re-use and addressing its structural deficiencies.

NASR Financial Report

Commissioner McCaffrey asked for an audit of all NASR fundraisers. He would like to know the amount received, where the money was spent and the balance. He feels there should be accountability of funds and expenditures.

Mark will gather information and give the board a three-year snapshot by the September 24, 2019 board meeting.

Executive Session

At 6:49 p.m. Jean Twyning made a motion to go into Executive Session under Section 2(C)(1) of the open meeting act for the discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the district, including hearing testimony on a complaint lodged against an employee to determine its validity, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

At 8:13 p.m. regular session reconvened. Roll call was taken. Those present were Sam An, Paul McCaffrey, Jean Twyning and Mary Marquardt. Also present was Mark Pentecost.

There was no action taken as a result of Executive Session.

There being no further business the meeting adjourned at 8:14 p.m.

Submitted by

Debbie Kent