

Tri-Township Park Board Meeting
Park Board House
August 14, 2002

Approved
9/11/02
DWB

Meeting called to order at 7:00 by Phil

Roll call: Phil Loethen, Terry Ball, Todd Moore, Barb Wright, and Randy Wiesemeyer
Absent: Norm Beck, Louie Simpson
Also in attendance; Park Superintendent Tim Greenfield and Dave Roady

Motion to approve July 10 minutes Terry/Todd Ayes: 4-0 Barb abstained
Motion to approve July 10 Executive Session minutes Todd/Terry 4-0 Ayes
Barb abstained
Motion to approve July 23 minutes Barb/Randy Ayes: 5-0

Correspondence –

Received a thank-you note from Sherry Brendel and Rollie Reiss for securing the Wiesemeyer Center grant.

Received a thank-you note from Dawn Mushill of the Chamber of Commerce for participating in Downtown Days.

Received an email from Melinda Burnett complimenting us on the fountain in the lake and suggesting a fountain in the park that kids could run through.

Received a letter from the Times Tribune soliciting the purchase of a back to school ad for \$11.

Motion: Place ad in Times Tribune for \$11. Todd/Terry
Randy and Phil both questioned what interest the Park had in this type of ad.
3-2 Nays Motion Fails Nay – Randy, Phil, Barb Yes – Terry, Todd

Received a contract proposal from Madison Service Company. The contract would allow us to purchase a years worth of LP gas at a set price of \$.84 per gallon. There was general discussion on LP gas prices and amount of usage per year. No motions were made.

Received an introduction letter from the new Triad Superintendent of Schools Dr. Mike Johnson.

Received a written request from Imo's Pizza asking for usage of park picnic tables on Friday evenings to use for seating after Triad home football games.

Motion: Allow Imo's to take tables on Friday nights after home Triad football games provided they are returned to park by Saturday afternoons. Todd/Randy 5-0 Ayes

Citizens on the Agenda –

None

Thank-You notes –

- 1) Lions Club – for Homecoming
- 2) TBSL – for completion of a good 2002 season
- 3) Dave Peverly – for donating a fire hose
- 4) Troy Grain – for donating a swan and for continuing to provide free feed for the petting zoo
- 5) Terry Hime – for installing new water line free of charge
- 6) Roger Tegemeyer – for donating hay
- 7) Ethan Moore – for donating his time working in the park

Louie Simpson arrived at 7:15

Treasurer's Report -

Dave Roady gave the Treasurer report. **ATTACHED**
Motion to approve Todd/Barb 6-0 Ayes

*Approved
8/11/02
Phil*

The bills were reviewed. **ATTACHED**

Phil noted that \$1,224.20 payable to Construction Concepts would be paid out of grant fund monies. Phil noted that we again/still have a bill for \$3,800 from Hurst Roche and they are still late in delivering engineering plans. Phil also pointed out that we received a bill for \$445 from Burnham & Flowers who is our insurance provider for workman's compensation and that they recently cancelled our policy.

Motion: Pay the July bills with the exception of Hurst-Roche for \$3,800 and Burnham Flowers for \$445. Louie/Randy 6-0 Ayes

Park Superintendent Report – Tim **ATTACHED**

Motion: Accept Superintendent Report Terry/Randy 6-0 Ayes

Friends of the Park –

No one from FOP was in attendance.

Terry expressed concern and displeasure with the fact that with the exception of the July meeting last month attended by Annie Ratliff – at the request of the park board – no one from FOP had attended a park board meeting since taking office in May of 2001. Darrell Hampsted, reporter from the Times Tribune was in attendance reporting and acknowledged that he was a FOP member and would try to answer any questions he could. Terry said that he had received a copy of the June FOP Newsletter. On the front page of the newsletter is a paragraph that says “The Troy Kiwanis and FOP have mutually agreed to donate the total proceeds of \$3,303.69 from the Dinner/Dance/Auction to help provide new playground equipment to the Tri-Township Park”. Terry asked if there was a date when the park might expect this check. The dinner/dance/auction was held in February of 2000, and the newsletter was dated June. To date there has been no check and no communication from FOP. Terry also noted that the park had just last month contracted to buy \$18,000 worth of playground equipment. Darell said he didn't know anything about the check.

Terry also noted that on the second page of the newsletter under the heading of Financial Report was the following statement – “The current bank balance is \$8407.30 leaving FOP with an approximate balance of \$4,100.....We (FOP) have suggested to the Tri-Township Park Board that this money be donated for play equipment”.

Terry again pointed out that with the exception of Annie's presence at the July meeting, where this was not discussed; FOP has not been at a meeting of the park board in over 16 months. FOP has not made this suggestion to the park board. Darrell did not know when this had occurred.

Terry asked all of the commissioners if anyone had been approached on this topic individually. Phil mentioned that he had talked to Ms. Annie Ratliff, regarding several issues. Terry said that it was beginning to sound repetitive, but he was disappointed with an organization raising money, through public donation, presumably on behalf of the park, and then sending reports to the public that these funds were being donated to the park, when it appeared that neither were actually happening.

Phil agreed to write a letter to FOP seeking answers.

Day Camp –

The day camp is operating in the park. Mike Loftus has informed Phil that not a single complaint has been received all summer.

TBSL Report – Terry.

The 2002 season has ended. It was a very successful season. The TBSL again wants to thank Tim Greenfield and his crew for all of their work on the fields all season. The TBSL will have a party for all players on August 17th and the Great Skate.

TSC Report – No one from TSC in attendance. No report.

Phil noted that he had received three requests from the TSC via email. They want an extra porta-potty, the Soccer building painted, and the building sprayed for bugs. Phil said that he had an extra porta-potty delivered and that he had purchased bug spray for the building. He suggested that painting the building sounded like a possible Eagle Scout project.

Phil said that the park has been receiving numerous phone calls requesting coach's names and numbers and schedule information for TSC. Phil said that he had talked to TSC President Steve West and had made several requests for team rosters and schedules to place on the web page. Nothing has been received. Steve told Phil that the TSC doesn't want the players names appearing on the web page for privacy reasons. Phil noted that we had placed this information for the baseball/softball league on the web page and that it had been received very well. Phil also noted that the newspaper prints the Honor Roll, bus routes, and class lists. Darrell Hamsted said that they would remove any name from the list at the request of the family. Phil noted that the park would do the same. Phil said he had sought legal advice from Peter Murphy at IPARKS on this topic. Peter said that all park information is public record and available through the freedom of information act anyway. Phil said that he would keep asking.

*Approved
8/11/08
Duck*

Financial – Phil

Phil made a request to spend up to \$100 for graphics and a guest book for the web page. Phil thought this would be a good way to solicit input and feedback from the public. Randy said it would be a good way to get improvement suggestions. Terry said that we would also receive complaints and that this was a good thing. Phil agreed to monitor the correspondence for profanity.

Motion: Allow up to \$100 be spent to update the web page Randy/Todd 6-0 Ayes

Madison County Community Development Grant – Phil said that we have to have specs to Madison County by early September and that HR was behind. Randy said that he had called HR to express his unhappiness with their not meeting deadlines. They said they were busy working on this and the OSLAD grant. We are waiting on the plans for the Wiesemeyer Center, the bathroom prints, and the sewer work in the “old park”. Louie said that if they don't get this done by the last day of August, these people are in bad shape. Phil said he had communicated the dates to HR, but it doesn't appear that things are getting done. Louie said to Phil, “Things re not getting done, is just like when you dated, you didn't get anything done. Then you started dating your wife and you still didn't get anything done. Then you got married and now you are getting it done.”

Todd suggested that perhaps a letter from our lawyer was in order. Tim noted that we have not yet signed the contract with HR for the work on the Madison County grant. Phil noted that the contract with HR for the engineering work had to be signed by Alan Dunstan. Terry asked Phil if he was concerned that if we dropped HR as our engineering firm that we would lose the Madison County grant. Phil agreed to write a letter to HR, copying the owner of the firm, expressing our needs, the dates needed, and the repercussions of not meeting these dates. Louie asked for the phone number of the owner of HR so that he could personally call and voice his displeasure with them.

Motion: Have Alan Dunstan sign the HR contract and send it to HR with a letter highlighting our needs, and repercussions signed by all of the commissioners. Terry/Barb 6-0 Ayes

Metro East Rec Grant – Applied for \$13,580 grant for playground equipment. Expect to hear this month.

Phil said he received a call from a citizen in Pin Oak Township who is a part of the Tri-Township park district. Apparently, there is a movement to have Pin Oak be a part of a new and different park district.

We received a contract from Monkebar Builders for construction of the new playground equipment. It calls for \$550 a day to be paid for three days for supervision. Phil reminded everyone that three days of supervision was provided in the purchase price. Randy said that he felt Phil could sign the contract when it was worded properly.

Motion: Authorize Phil to sign a new Monkebar contract if worded properly. Randy/Barb 6-0 Ayes

Sept 13, 14, and 15 is the earliest possible date that we will look to install. Phil said we will need up to twenty volunteers to construct and that he felt the park should provide coffee and donuts in the morning and hot dogs in the afternoon to the volunteers. The road slopes to the play area. Phil suggested building a dirt berm to channel rain water away from the play area. Phil suggested hiring Terry Taake or Terry Hime for the dirt work.

New Playground Bid – The new playground area is 70' X 70'. Phil said he hasn't bid this out yet and is reluctant to proceed given all that is currently going on in the park. He requested consideration from the board in postponing this until the spring. With needing 20 volunteers to build the first playground in September, needing at least 20 volunteers to plant trees in November, and then needing another twenty to do this, he is concerned that we will have trouble getting them. Randy said that he felt people will see the first playground and will want to help with the second. He also felt that the playground volunteers and the tree-planting volunteers were two

totally different groups of people. Randy offered to take over the planning of the second playground and said he would do anything necessary to help.

Todd asked what was the board's thinking about the playground offered by Miracle playground equipment. Louie responded nobody like Miracle. It looked like a bunch of sticks sticking up in the air.

Wiesemeyer Center Soundproofing - Phil shared a few written suggestions from the senior's noting that there is a noise problem. Phil then shared an example of acoustical tiling he had found. Todd and Randy agreed to research locally and on the Internet to find pricing for this and any other and find a contractor who will install it.

Volunteer Equipment Use - Phil noted that the current form does not have an expiration date on it. He also said that he didn't like seeing people operate equipment in the park that he was not aware that they had been authorized. Phil presented a proposal for a new Liability Release Form that has a date and a second authorization signature required. The proposed change required two authorization signatures (the Park Superintendent, President, Vice President, or chairman of the grounds committee). Todd and Louie both voiced concerns that two signatures were redundant and unnecessary. Phil explained that we should all know who is authorized to operate the equipment. Terry suggested that perhaps this situation could be avoided if Tim would notify Phil whenever he has authorized someone new to use the equipment. Tim agreed to do so.

Motion: Add 1 year expiration date to our current Liability Release Form Terry/Todd 6-0 Ayes

Free use of shelters - Phil brought to the attention of the board that the American Legion was not on the list for free rental on the big pavilion. He pointed out that the American Legion built the big pavilion. Phil presented a rewritten policy on free usage of shelters for consideration. The issue is that civic groups asking for free rental cannot always wait up to four weeks for board approval. Louie made the suggestion to add a sentence to the existing policy that would allow a commissioner to make a decision when requested on free rental. The commissioner making the decision should then phone a minimum of three other commissioners to get approval.

Motion: Accept new shelter and pavilion policy with addition. Prior to approval, get check for rental and if approved, return check. Terry/Louie 6-0 Ayes

Phil told the board that three area kids had been volunteering and working in the park on a regular basis. He suggested giving them something like 6-flags tickets or tee shirts.

Motion: Purchase two dozen tee shirts that say "Tri-Township Park Volunteer" and present when deemed appropriate. Barb/Terry 6-0 Ayes

Louie suggested taking them to Family Fun Time and getting them some game tokens and some pizza.

Motion: Spend up to \$50 on Family Fun Time to reward the volunteers. Barb/Terry 6-0 Ayes

Athletics - Terry

Motion: Allow Troy Titans to utilize storage space in the big pavilion. Terry/Randy 6-0 Ayes

Terry brought up an email that Phil had sent to the group pertaining to the 1993 ordinance that formed the TBSL and the TSC and made them part of the park board. The ordinance states that both organizations shall be operated by the park district and will appoint all volunteers. Phil pointed out that the park board does not know who all of the board members of both organizations are let alone the team managers and assistant coaches. Louie pointed out that the park could obtain free background checks from the Troy Police. Terry agreed to approach the TSC and the TBSL and obtain a list of names of all board members and coaches. Louie suggested asking all parent volunteers who sign up to coach or assist coach a team sign a waiver authorizing a background check. Phil suggested that when we get a list of TBSL and TSC board members, we can vote to approve the list and in the future we would need to approve all additions and changes to the list. Terry said that the TBSL and the TSC operate with extreme autonomy and both organizations do a very good job and provide an excellent service to the community. He noted that there were inconsistencies between the organizations that need to be corrected if both are to represent the park board wishes. The example given was player refunds. The TBSL grants a refund to any player who asks for one regardless of reason. The TSC will not grant refunds. Terry noted that this should not be construed to the TBSL and TSC as communication problems as the park board is simply reestablishing closer communication with the organizations.

Approved
9/11/02

Approved
8/11/02
Phil

Terry requested that Diamonds #2, 3, 4, and 5 have dirt put on them in the fall to be made ready for capping and grading. Tim agreed to look into a provider and a price.

Randy questioned why there were no gates on the north end of the tennis courts. Players hitting a ball over the fence on that side have to exit the south side and walk around. Louie commented that he thought a gate should be placed on the south fence at the west end. Randy, Phil, and Terry all commented that there is already a gate at that location. Tim agrees to investigate adding a gate to the center of the north side of the tennis courts.

Insurance - Norm

Phil said that the park had received a bill for \$1,280 to cover the cost of insuring soccer players playing in the TSC. He also noted that we have not received a baseball insurance bill in two years. Phil called the insurance agent and asked why we carry a rider for soccer. Our agent said that we technically don't need the policy, as we are already carry liability insurance as a park. He noted that only five percent of park districts carry these policies. Phil contacted Peter Murphy at IPARKS and was again told we don't need the policy.

Motion: Cancel additional soccer insurance policy. Todd/Terry 6-0 Ayes

Phil also told the board that we had received a notice of cancellation on our workman's comp policy. He will investigate.

Grounds - Todd

IDOT working on the culverts on the south end of the park. Both culverts under old Collinsville road have been replaced and they are open and exposed as they enter park property. Phil said that he had contacted Terry Hime on completing the project. Terry suggested 36' extensions on both culverts. He estimated the price on this would be \$1,200. He noted that we should also place riprap.

Motion: Purchase two 36' culvert extensions from Terry Hime along with appropriate rip rap and have him install. Total expenditures are not to exceed \$4,500. Terry/Louie 6-0 Ayes

Phil said that he had received quotes for replacing the front door to the park board house from RP Lumber - \$245, and from Home Depot - \$275. Total cost with installation from RP would be \$520.46.

Motion: Purchase a new door from RP and have them install. Expenditures not to exceed \$525.
Todd/Randy 6-0 Ayes

Special Events - Barb

Barb presented an email request received from Karen Frederick from the Irish Wolfhounds requesting to use a portion of the park for a straight racing meet on Friday, October 18th. They would need a portion of the field adjacent to old Collinsville Road beginning at 3 PM.

Motion: Allow use as requested. Randy/Todd 6-0 Ayes

Barb brought up a written request from the VFW concerning the third annual Veterans Day Parade. The VFW requested the usage of the park as an ending point for the parade and a short ceremony following at or near the Veterans Memorial. The date will be November 11th at 12 from 12 Noon until approximately 1:30PM. They will require portable grandstands, chairs, and a lectern and loudspeaker.

Motion: Allow use as requested. Louie/Randy 6-0 Ayes

Barb reminded the board that the Troy Community Band will play in the park on Friday, August 23rd. She would like to pass the hat for collections to go towards the gazebo.

Park Signs - The "City Park" signs put up by IDOT were obviously a mistake. IDOT will not pay for park signs. Barb has gone to Imageworks to get a quote and signs would run approximately \$100 each. The signs would then need to be approved by IDOT and installed by IDOT. Barb will research further and come back to the board with a recommendation.

Personnel & Safety - Louie No report

Beautification - Randy

Randy asked about the lights out on the big diamond. He wanted to know costs and why we don't change them. Tim explained that historically, we wait until there are at least 5 lights out as it costs approximately \$1,200 to get

a boom truck with a 75 foot reach into the park for a day. Randy agreed to investigate getting a 75' boom truck cheaper.

Approved
9/11/02
Louie

Randy asked Tim about progress with the request of entrance signs made to the Lions club. Tim said that the Lions had received the request from Norm and will be considering the request. Randy also asked Tim about the status of the 60 trashcans the Lions had decided to purchase for the park. Tim said they simply hadn't been picked up yet.

Randy presented to the board his desire and request to plant up to 50 new trees in the fall. He estimated that he would need approximately \$1,000 to accomplish this. Randy went on to say that he and Phil have discussed locations for the trees. Phil commented on how much work it took to plant the 41 Cleveland Select trees last fall, Louie commented that we should have installed a plastic pipe by each tree to assist in watering. Randy, Tim, and Phil both commented that plastic pipes had been installed on each tree. Louie asked if we had stuffed a rag in the pipe, to eliminate water being sucked out of the pipe by the wind. Phil responded no. Randy commented that he uses rock in the pipe at his house.

Motion: Authorize Randy to spend up to \$1,000 towards the purchase of trees for the park. Terry/Todd 6-0 Ayes

Todd offered to donate the use of a Bobcat with an auger to dig holes for planting these trees.

Randy asked about the status of the fish owed to the park by a fish hatchery. Tim said he would follow up with the hatchery and find out when we can get the fish.

Randy noted his compliments on the weeding that was accomplished in the front of the park board office building and wondered if it's recent completion had anything to do with the fact that this meeting was being held tonight.

Barb left at 9:30

Randy noted that he had completed the map for the Eagle Scout project to place exercise stations along the walking path. Randy said he would deliver this to Eagle Scout candidate Ben Roustio.

Randy suggested that the Park employees could definitely use a small pickup truck. He asked members of the board what they felt we could get for the grader and the van we currently own. Randy asked the board and Tim to keep an eye out for used trucks. Louie suggested checking with Bud Klaustermyer and the City to see if they could buy more cheaply from the State.

Randy told the board that we have ordered eight more memorial benches and two more memorial swings. He also said that he had 20 more sites picked out and available.

Randy asked Tim if we could plant some grass on the ball fields this fall.

Randy asked Tim about the status of the playground equipment that had been given to the park from Venice H.S. Tim requested authorization to move the pirate ship from its current location and place where pavilion #9 currently is. Pavilion #9 would then be moved to the east. The Venice equipment would be placed here in conjunction with the pirate ship.

Motion: Allow Tim to move equipment as requested. Note that Soccer equipment installation is priority. Louie/Todd 5-0 Ayes

Motion: Adjourn the meeting. 9:40 Louie/Todd 5-0 Ayes

Respectfully submitted by

Terry Ball, Secretary