

Tri-Township Park District  
Park Board Meeting  
September 11, 2013

Meeting was called to order at 7:00pm by Kevin Woodring

The pledge of Allegiance was recited.

Commissioners present: Bud Adelhardt, Jessica Dudley, Tim Flint, Dave Nonn, George Vogt and Kevin Woodring. James Newcombe arrived at 8:30pm  
Commissioners Absent:

Motion made to approve minutes of August 14, 2013 meeting:  
Flint/Adelhardt 5 Ayes/0 Nays/1 abstain

People requesting: None

**Executive Committee –**

Secretary/Treasure's Report and Bills.

Motion to approve Park/Spin City Treasures Report:  
Nonn/Dudley 6 Ayes/0 Nays

Bills to be paid in September 2013.

Motion made to approve the paying September 2013 bills:  
Vogt/Adelhardt 6 Ayes/0 Nays

**Operations Committee –**

Spin City – Update/all night skate was the biggest number of skaters to date, there are more birthday bookings, and Friday skates are growing. Video game area was just revamped. Regular skating hours, added a new session \$2 Tuesday. The board has been talking about updating the outside of Spin City. Bennie Parr passed a mural drawing for the outside of the building to the board that showed how it would be visual from Hwy. 162 so that it could be seen from the road. Bennie will be showing the drawing to Mr. Frey from the City to see if there will be any problems.

Job Descriptions – The board would like to see the files for job descriptions for different positions and to use what we currently have on file and to have them updated. To have department heads put together job descriptions for each position.

There should be two different books, 1 employee handbook and 1 policy/procedure handbook.

**Roads and Grounds** – Tar and shipping will take place on September 24 unless there weather issues, signs will be put out to make people aware. Got prices to put fence around the storage area behind the maintenance – 6ft fence with 20 ft. gate with any color slats, installed \$8,246.07/ 8ft fence with 20 ft. gate with any color slats, installed \$10,674.31.

Garden Club – There are questions on how the funds for the club would be handled by the park, what the club would be doing in the park and what the club would like to accomplish. The Garden Club will meet the last Tuesday of each month at the upper level of the community center.

**Athletic Committee** – James Newcombe was not present. The pitching mound demonstration by “Perfect Mound” Company will be at next month’s meeting. Baseball/softball season is done in the park. Maintenance will start hauling in dirt for the fields. The soccer season is up and running smoothly.

### **Maintenance Supervisor/Office Manager:**

#### **Maintenance Supervisor –**

The ProSport Company will be coming to look over some problems on the tennis/basketball courts that have appeared in a couple of areas.

An email expressing interest in possibly having a tennis league in the park was received.

After checking there are currently 13 swings and chains located throughout the park that need to be replaced for safety reasons. The swings and chains will be purchased from NuToys/Landscape Structures who has given us the best deal on the replacement cost of swings and chains combination.

The climbing wall that is located in the playground in the soccer area that is broken, damaged, no longer anchored down and is a potential hazard. We would like to see about replacing the climbing wall with a state of the art “Cascade Climber 4-Panel” climber to replace the current wall. The board would like to have climber placed on next month agenda so that he can be voted on.

The maintenance would like to purchase a 16ft heavy duty flatbed trailer to help transport equipment for grass cutting, moving equipment for repairs. With this trailer any other equipment that has to be transported for repairs, which we are currently charged about \$200 every time equipment is taken out for repairs. The cost to purchase the trailer is \$1500.00 its worth about \$4000.00. It’s something that’s been needed but maintenance have been doing without.

## **Office Manager - Written Communications/Thank You cards/Letters:**

1. Request for Lower Level Ctr. & Pav. usage Den #15 & Pack #38 2013-2014  
(see listing)  
Nonn/Vogt 6 Ayes/0 Nays
2. Triad Little Knights Wrestling Signups-Pav#10 Oct. 8<sup>th</sup>  
Flint/Nonn 6 Ayes/0 Nays
3. The Woman's Club of Troy-Historical Society-Genealogy Society Fund  
Raiser/Community Ctr-Upper Level-3/15/2014  
Dudley/Adelhardt 6 Ayes/0 Nays
4. Toby Mitchell/Pack#91, Pav.#7 on Oct 28<sup>th</sup>, 2013 – Upper Level Ctr Dec.  
13<sup>th</sup> Pack Christmas Party.  
Flint/Nonn 6 Ayes/0 Nays
5. Girl Scout Troop #231/Park Office Every 2<sup>nd</sup> Monday of the Month.  
Vogt/Dudley 6 Ayes/0 Nays

## **Comments from Community not on the agenda/before 9pm – None**

## **Media Comments/Questions: None**

**Closed session** – for employee issues: requested to go into closed session 8:05pm

Flint/Dudley 6 Ayes/0 Nays

James Newcombe joined closed session at 8:30pm

**Motion to adjourn at:** Motion to adjourn from closed session 8:45pm

Nonn/Newcombe 7 Ayes/0 Nays