

## **Sumner Park District: Regular Board Meeting Minutes**

**Month:** September

**Date:** Tuesday September 10th, 2019

- I. **Call to Order:** 6:08 PM
  - A. Attending: Joshua Hachmeister, Emily Hachmeister, Robert Blassingham, Elizabeth Leigh Clark, Dennis Seaton
- II. Sign Engagement Letter for Legal Counsel
  - A. Lawyer was not present so letter was not signed at the meeting
- III. Sign Document to Change Signators on Bank Account
  - A. Remove Joshua Hachmeister from the bank account and add Robert Blassingham and Emily Hachmeister
  - B. Document will be brought to the bank after the meeting
- IV. Approval of Minutes
  - A. Leigh motion to approve the minutes, Dennis 2nd
    1. Motion approved 5/0
- V. Approval of Warrant
  - A. Josh Motion to Approve the Warrant, Rob 2nd
    1. No Vote
  - B. Leigh motion to approve Warrant excluding the late charges from Brent's Lawn Care, Rob 2nd
    1. List of Bills
      - a) Nicor Gas - \$36.76
      - b) Loescher - \$133.75
      - c) Home Depot - \$157.05
      - d) Village of Pecatonica - \$113.71
      - e) Com Ed - \$149.55
      - f) Com Ed - \$32.07
      - g) U.S. Cellular - \$70.24
      - h) Brent's Lawncare - \$5,580
      - i) USPS - \$60.00
    2. Motion approved 5/0
- VI. Approval of Treasurer's Report
  - A. Leigh Motion to approve payroll, Emily 2nd
    1. Motion approved 5/0
  - B. A draft budget for fy 19-20 will be presented after we receive a bill for legal counsel and maintenance projects are decided
- VII. Unfinished Business
  - A. Drinking fountain is on backorder, we will be notified when it is on its way
  - B. Zach Linder presented his eagle scout project to construct the Kiddie Cottage
    1. Kiddie Cottage will be placed on the south side of 1st street. The materials for the project will be purchased by the park including cement. These prices and amounts will be determined at a later date. Construction timeline is not finalized but it includes some site preparation this fall and then more done in the spring.
    2. Rob Motion for Dennis to be the project liaison, Leigh 2nd

- a) Motion passes 5/0
  - 3. Josh motion to approve the project, Leigh 2nd
    - a) Motion passes 5/0
- C. Inventory of records is still in progress
- D. Culvert Project Update
  - 1. Village Engineer, Jason Stoll, presented more information regarding the project details and timeline.
  - 2. Project will begin late September, beginning of October. Any damage to the park will be remedied including reseeding grass, fixing parking lot pavement, replacing signage, and fixing water pump.
  - 3. Village will maintain communication with the park regarding the project and any updates to the current plans
- E. Apology letter for Rogene Hamilton
  - 1. Rob Motion to approve changes, Emily 2nd
    - a) Motion approved 5/0
- F. No updates for floodplain management/restoration
- G. Playground Grade Mulch
  - 1. Quotes were presented for playground grade mulch
  - 2. An idea was presented by Dennis that we could also do a rubber surfacing instead of mulch
  - 3. Leigh motion to table a mulch purchase, Dennis 2nd
    - a) Motion accepted 5/0
- H. Replace the Locks in the Park
  - 1. Quotes from Oliphant and Spinello were presented to replace the locks
  - 2. Emily motion to change the deadbolt on the office for a price up to \$200 and to table the rest of the locks, Leigh 2nd
    - a) Motion accepted 5/0
- I. Code of Ordinances
  - 1. Leigh motion to adopt code of Ordinances, Dennis 2nd
    - a) no vote
  - 2. Rob motion to revise the ordinances based on discussion and to review in October, Josh 2nd
    - a) Motion accepted 5/0
- J. B.4 - Flooding on Farmland, Farmed by Earl Klinger
  - 1. Agenda Item was moved up in the meeting from new business to accommodate Earl Klinger
  - 2. Presentation of tiling project to reduce flooding on land adjacent to Blassingham Park
  - 3. Will be discussed further in October
- K. Purchasing Policy
  - 1. Rob motion to accept, Josh 2nd
    - a) No vote
  - 2. Emily motion to approve purchasing policy and addendum with spending limit revisions ( 2commissioners \$200, 3 commissioners \$500), Dennis 2nd
    - a) Motion accepted 5/0
- L. Winnebago County Fair

1. Josh Motion to designate Emily as head of communications with the Fair Board, Leigh 2nd
  - a) Motion accepted 5/0
- M. AC repair in Pavilion
  1. Air conditioning was fixed
  2. Robert motion to have Dennis contact Loescher for a metal shroud around the outdoor AC unit, Leigh 2nd
    - a) Motion accepted 5/0
- N. Sewer Drain Repair
  1. work has not yet been completed
- O. Baseball Diamond and Scoreboard Repair is in Progress
- P. Memorial Trees
  1. Josh received a list of trees from the Lion's Club. An Inventory will be taken.
- Q. Priority Worklist
  1. A worklist was presented of all the tasks that need to be completed in the park
  2. Leigh motion for immediate projects to be completed including; install soap dispensers, trim branches on the bike path, painting the bathroom doors on the pavilion, weed whack the baseball diamonds, fix electrical issues at the basketball court and shelter, Josh 2nd
    - a) Motion accepted 5/0
- R. Fall Recreation Activity Presentation
  1. Organize a fall cleanup day
  2. Wait until the spring for a recreation activity
- VIII. New Business
  - A. Lion's Club Bench Placement
    1. Rob Motion to pour a concrete pad for each bench, Dennis 2nd
      - a) Motion accepted 5/0
  - B. Economic Interest Statements were turned in and will be sent to the County Clerk's Office
  - C. Employee "at will" contract
    1. In progress, will be provided by attorney
  - D. Retaining Stone for Mrs.Oliver Monument
    1. Josh motion for Dennis to purchases required items, Rob 2nd
      - a) Motion accepted 5/0
- IX. Public Comment
  - A. Comment regarding mowing and landscaping concerns
  - B. Snowmobile equipment in storage will be inventoried
- X. Commissioner Comments
  - A. Leigh - Insurance policy and revisions will need to be discussed at the next meeting
- XI. Open Session Following Executive Session
  - A. Robert Motion to terminate contract with Brent's Lawncare Service, Dennis 2nd
    1. Motion accepted 5/0
  - B. Leigh Motion to accept bids for Landscaping effective October 12th, Rob 2nd
    1. Motion accepted 5/0
- XII. Adjournment

- A. Emily Motion to adjourn, Leigh 2nd
  - 1. Motion accepted 5/0
  - 2. Meeting adjourned at 10:21 PM