

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

**Month:** November

**Date:** Tuesday November 12th, 2019

- I. **Call to Order:** 6:00 PM
  - A. Attending: Emily Hachmeister, Robert Blessingham, Elizabeth Leigh Clark, Dennis Seaton, Joshua Hachmeister
- II. Approval of Minutes
  - A. Rob motion to approve the minutes from October 8th, Emily 2nd
    1. Motion approved  $\frac{5}{5}$ , Josh Abstained
- III. Approval of Warrant
  - A. Rob Motion to Approve the Warrant, Dennis 2nd
  - B. Emily amended motion to approve bills except for attorney fees, Rob 2nd
    1. Motion approved  $\frac{5}{5}$
    2. List of Bills
      - a) Dennis Seaton - \$533.11
      - b) Brent Caudill - \$460.73
      - c) Tipton - \$130.73
      - d) Advanced Disposal - \$208.14
      - e) Top Notch - \$152.47
      - f) Kelley Williamson Company - \$86.41
      - g) Napa AutoParts - \$15.49
      - h) Pecatonica Hardware - \$73.37
      - i) Pecatonica Women's Club - \$300
      - j) Brent's Lawncare - \$1240
      - k) Brent Caudill - \$330
      - l) Village of Pecatonica - \$100.09
      - m) Top Notch - \$129
      - n) Loescher - \$160.50
      - o) Nicor Gas - \$52.91
      - p) ComEd - \$199.25
      - q) Robbin Schwartz - \$7,874.18
- IV. Approval of Treasurer's Report
  - A. Current Account Balance - \$74,525.40
  - B. No new payroll
  - C. Finalized budget for FY 19-20 was presented
    1. Rob Motion to approve budget, Leigh 2nd
      - a) Motion approved  $\frac{5}{5}$
  - D. Winnebago County Tax Levy and Truth in Taxation Presented
    1. Dennis Motion to approve Tax Levy and Truth in Taxation Document, Rob 2nd
      - a) Motion approved  $\frac{5}{5}$
- V. Unfinished Business
  - A. Kiddie Cottage construction is in progress, a letter to approve purchases was given to Dennis to share with Zach Linder

- B. Drinking fountain installation, maintenance, and removal will be revisited in the spring. The sink in the Pavilion Men's bathroom will be replaced. Heaters in the Blassingham park bathrooms will not be needed.
  - C. Culvert Project is still in progress. The pipe has been laid and the grass will be re-seeded in the spring
  - D. The sewer drain has not yet been fixed
  - E. We have not yet received keys back from Brent. The legion has yet to respond for keys that they have. Leigh needs a key still. Keys will be reviewed in December
  - F. Rob Motion to approve bylaws and attendance policy, Josh 2nd.
    - 1. Motion approved 5/5
  - G. Rob motion to approve updated alcohol ordinance (4.4), Dennis 2nd
    - 1. Motion approved 5/5
  - H. Donation from the Doty Family is still in Progress
  - I. Memorial Trees are still being inventoried and evaluated for replacement
  - J. Worklist Update
    - 1. Plumbing updates are in progress, Midwest Mechanical was in the winterize the Blassingham Park Bathrooms
    - 2. Emily motion to approve \$577 quote for Lennox Tree service to remove brush around maintenance building and to remove 4 stumps, Rob 2nd
      - a) motion accepted 5/5
    - 3. Rob motion to approve \$925 quote for Lennox Tree Service to remove brush pile by peninsula, Dennis 2nd
      - a) motion accepted 5/5
    - 4. Rob motion to remove the large ash tree at the entrance of Blassingham park and to trim the Walnut, Dennis 2nd
      - a) Emily amended the motion to remove the ash tree and table trimming the Walnut tree at Blassingham Park, Rob 2nd
        - (1) motion approved 5/5
    - 5. Tractors and other equipment will be taken in for winter maintenance
    - 6. Dumpster will be picked up any day
  - K. Floodwater Management on farmland will be reviewed in December
  - L. Josh motion to approve updated insurance policy for \$7,642, Leigh 2nd
    - 1. motion accepted 5/5
    - 2. Insurance policy is in the office
- VI. New Business
- A. Robert Hunter Submitted a resume for the Maintenance Position
    - 1. Emily and Dennis will schedule a time for an interview
    - 2. Advertisements will continue in case it isn't a good fit
  - B. Prices are presented for bathroom cleaning
    - 1. Emily motion to approve the quote from Denny Commercial Cleaning for \$55 per week (2x per week, cleaning company provide cleaning supplies) and table other costs until an upcoming meeting, Rob 2nd
      - a) Motion accepted 5/5
    - 2. Leigh will contact for a finalized contract
  - C. Emily motion to approve \$135 for plowing, Rob 2nd
    - 1. Motion accepted 5/5
    - 2. Scott Heim All-Star Lawn Mowing and Snow Plowing

3. plowing will only occur if snow is over 2"
    4. we will reach out for a quote for shoveling and salting the walkway around the pavilion
  - D. Dennis will provide information for a Menards charge card for our next meeting
  - E. An arborist from the Rockford Park District looked at the oak tree at Sumner Park and recommended trimming and fertilizing in the spring. Emily will get a 2nd opinion and quote from Mark's Tree Care.
  - F. Election information was presented in a prior email.
    1. Rob will run for a 6 year term
    2. Leigh will run for a 2 year term
    3. Dennis will run for a 4 year term
- VII. Public Comment
  - A. Mr.Brockway would like for the park to have a maintenance plan in place for tree trimming and to look at the attachments for the tractor. Mentioned concerns about the lack of gravel under pipes laid for culvert project
- VIII. Commissioner Comments
  - A. Rob - dumpster will be picked up soon
  - B. Leigh - requested admin status for the facebook page
  - C. Emily - will be receiving a quote for rubber surface at playgrounds
- IX. Rob motion to go into executive session, Dennis 2nd
  - A. motion accepted 5/5
- X. Adjournment
  - A. Leigh motion to adjourn, Rob 2nd
  - B. Motion accepted 5/5
  - C. Meeting adjourned at 8:25