

**MUNSTER BOARD OF PARKS AND RECREATION**  
**12:00 p.m. Regular Meeting**  
**MUNSTER TOWN HALL**  
**Tuesday, November 2, 2021**

***MINUTES***

Park Board Members present in person: David Cerven, President; Dan Repay, Board Member; Mike Sowards, Board Member; Ron Ostojic (@5:08), School Board Liaison.

Park Staff present in person: Mark Heintz, Director of Parks and Recreation, Kevin Dark, Superintendent of Operations; Jill Higgins, Superintendent of Recreation; Janice Uram, Park Board Secretary.

Others present: Patricia Abbott, Comptroller via Zoom meeting technology.

**1. CALL TO ORDER**

**2. PUBLIC COMMENT**

There was no public comment. No one from the public was present in person or virtually. No emails were received.

**3. ADMINISTRATIVE MATTERS**

**a. Approval of Park Board Minutes**

**i. October 19, 2021 Minutes**

***It was motioned by Board Member Repay and seconded by Board Member Sowards to approve the October 19, 2021 minutes. The motion carried by a vote of 3 in favor and 0 opposed.***

**b. Confirmation/Approval of Park Vouchers**

**i. Confirmation of Voucher Register 21-11A dated 11/02/21 totaling \$12,968.25**

**ii. Approval of Voucher Register 21-11B dated 10/1-31/21 totaling \$123,391.82**

***It was motioned by Board Member Repay and seconded by Board Member Sowards to approve Voucher Registers 21-11A and 21-11B. The Motion carried by a vote of 3 in favor and 0 opposed.***

**4. ITEMS FOR DISCUSSION/ACTION**

**a. Surplus Items Bid Award**

The surplus property sale has closed. Only one bid was received which was for 30 of the banquet chairs for \$5.00 each. The Director asked the Board approve awarding the bid to Dave Kritzer/Knight of Columbus.

***It was motioned by Board Member Repay and seconded by Board Member Sowards to approve awarding the bid for 30 vinyl padded banquet chairs at \$5.00 each for a total of \$150 to Dave Kritzer/Knights of Columbus. The motion carried by a vote of 4 in favor and 0 opposed.***

**b. Centennial Park Clubhouse Update**

The Director gave an update on the Centennial Park Clubhouse since the building's closure.

**c. Park Facility Usage for 2022**

The Director reported that rental rates and fees and overall usage were recently reviewed by staff. It was decided that the rates be adjusted to keep up with the increased operational costs both for the facilities and the Department. A revised pricing structure was provided in the board packet. The Director recommended the Board approve the enclosed pricing structure to start on January 1, 2022.

***It was motioned by Board Member Repay and seconded by Board Member Sowards to approve the facility usage fees for 2020 as presented. The motion carried by a vote of 4 in favor and 0 opposed.***

5. **ADJOURNMENT**

President Cerven called for a motion to adjourn.

***It was motioned by Board Member Sowards and seconded by Board Member Repay to adjourn the meeting. The motion carried by a vote of 4 in favor and 0 opposed and the meeting was adjourned at 12:35 p.m.***

---

Janice Uram, Park Board Secretary

---

Date

---

David Cerven, Park Board President

---

Date