

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
TOWN HALL MAIN MEETING ROOM
Tuesday, December 17, 2019

MINUTES

Park Board Members Present: Robyn Paulsen, President; Dan Repay, Vice President; David Cerven, Secretary; Ron Ostojic, School Board Liaison.

Park Staff Present: Greg Vitale, Director of Parks and Recreation; Jill Higgins, Superintendent of Recreation; Janice Uram, Administrative Assistant.

1. CALL TO ORDER

President Paulsen called the meeting to order at 5:01 p.m.

2. PUBLIC INPUT

There was no public input. No one from the public was present.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

December 3, 2019 Minutes

Secretary Cerven motioned with a second by Vice President Repay to approve the December 3, 2019 minutes. The motion carried by a vote of 4 in favor and 0 opposed.

b. Confirmation of Park Vouchers

i. Park Vouchers Confirmed Register #19-12C Totaling: \$35,960.52
Fund 204 Employee Payroll
(\$24,833.95+\$11,126.57)

ii. Park Vouchers Approved Register #19-12D Totaling: \$74,786.58
Fund 204 Parks & Recreation \$35,806.87
Fund 419 Park Bond Proceeds \$33,546.92

Secretary Cerven motioned with a second by Vice President Repay to approve Park Voucher Registers 19-12C and 19-12D. The motion carried by a vote of 4 in favor and 0 opposed.

c. Reports

i. December Board Report

The Centennial Park gas plant overhaul is complete. The plant has not shut down once in the month since the work; approximately 39 days. Scheduled restoration of several Community Park ballfields is currently taking place. The open Recreation Supervisor and Superintendent of Operations positions are being advertised in-house and will be posted on park association websites upon approval of the salary ordinance. Park maintenance staff took part in snowplow training. Maintenance staff are mulching leaves in the parks for the last time this season. Both Centennial and Parks maintenance staff are at minimum for the winter. The Winter/Spring Recreation Guide is at the printer and scheduled to be mailed on Friday the 20th. The new Recreation Supervisor completed the Certified Pool Operator course and passed the qualifying exam; he was also CPR

certified. The Department has again partnered with Land O' Frost for spring soccer sponsorship in the amount of \$5,800. The Tennis Director has resigned; a search is on for a replacement. Skyhawks Youth Sports will be taking over the programming from Hot Shots Sports who pulled out of Northwest Indiana. Rock Along with Sant was a success with 30 in attendance. Breakfast with Santa at Centennial will be well attended with current reservations at 131 people.

ii. January Event & Activities Calendar

The calendar was included in the Board Packet.

4. ITEMS FOR DISCUSSION/ACTION

a. Park Bond Update

A bid has been received and accepted for the Park and General Obligation Bond.

Closing is scheduled for December 19, 2019.

b. Centennial Park Golf Cart Fleet

Per discussions with the Board at previous meetings, the Director recommended the Board authorized the purchase of the golf cart fleet to the lowest bidder, Golf Carts Plus in the amount of \$203,560; this includes 5 years of fleet maintenance service. Requests for Buds were appropriately advertised and opened during a public opening on November 13, 2019.

Secretary Cerven motioned with a second by School Board Liaison Ostojic, to authorize the purchase of the golf cart fleet from Golf Carts Plus in the amount of \$203,560. The motion carried by a vote of 4 in favor and 0 opposed.

c. White Oak Park/Twin Creek Park Bridge Decking Replacement

The replacement of the old plans from the bridge between White Oak Park and Twin Creek Park have been replaced. Before and after pictures were included in the Board Packet.

d. Playground Partnership with School Town of Munster

The Department recently partnered with the School Town of Munster and Frank H. Hammond School to replace both the park and school playgrounds. The Department has also partnered with the School Town for the replacement of the Eads playground. The School Town inquired at a recent meeting with the Director, about partnering to replace the Elliott School playground at the same time as Eads. This would involve the Park Department pledging the full budgeted amount of \$65,000. The Director asked the Board for discussion and looked to them for a decision because partnering with Elliott would not be as mutually beneficial as with the others. After discussion, the Board decided to partner with Elliott School for the playground replacement.

Vice President Repay motioned with a second by Secretary Cerven, to agree to the partnership with the School Town of Munster and Munster Parks and Recreation, to replace the Elliott School Playground along with the Eads School playground at the direction of the Director of Parks and Recreation. The motion carried by a vote of 3 in favor and 0 opposed, and 1 member abstaining.

e. 2020 Park Board Meeting Dates

A calendar of the dates for the 2020 Park Board meetings was included in the Board Packet. The meeting dates are for the regular schedule of the first and third Tuesday of the month. There are no conflicts with the holidays. No changes were recommended by the board.

Secretary Cerven motioned with a second by Vice President Repay, to approve the meeting dates as indicated in the calendar presented. The motion carried by a vote of 4 in favor and 0 opposed.

f. 2020 Election of Officers

President Paulsen called for the nomination of Park Board Officers for 2020. School Board Liaison Ostojic nominated;

Dan Repay for President
David Cerven for Vice President; and
Mike Sowards for Secretary

All board members present were in agreement with the nomination.

School Board Liaison Ostojic motioned for the appointment of Dan Repay as President, David Cerven as Vice President, and Mike Sowards as Secretary of the Board of Parks and Recreation for the year 2020. The motion carried by a vote of 4 in favor and 0 opposed.

5. **ADJOURNMENT**

President Paulsen called for a motion to adjourn

Secretary Cerven motioned with a second by Vice President Repay, to adjourn the meeting. The meeting was adjourned at 6:08 p.m.

David Cerven, Park Board Secretary

Date

Robyn Paulsen, Park Board President

Date