

MUNSTER BOARD OF PARKS AND RECREATION
12:00 p.m. Regular Meeting
CENTENNIAL PARK CLUBHOUSE
Tuesday, December 1, 2020

MINUTES

Park Board Members present virtually via Zoom meeting technology: Dan Repay, President; Dave Cerven, Vice President; Ron Ostojic, School Board Liaison; Ken School, Town Council Liaison.

and in person at Centennial Clubhouse: Mark Heintz, Director of Parks and Recreation; Janice Uram, Administrative Assistant. Park staff present virtually via Zoom meeting technology: Jill Higgins, Superintendent of Recreation; Andrew Johnson, Centennial Park General Manager.

Others present virtually via Zoom meeting technology: Dustin Anderson, Town Manager; Wendy Mis, Clerk-Treasurer.

1. CALL TO ORDER

President Repay called the meeting to order at 12:03 p.m.

2. PUBLIC COMMENT

There was no public input. No one was present virtually or in person.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

i. November 17, 2020 Minutes

It was motioned by Vice President Cerven and Seconded by School Board Liaison Ostojic to approve the December 1, 2020 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 20-11E dated 11/20/20 totaling \$41,318.78

ii. Approval of Voucher Register 20-12A dated 12/01/2020 totaling \$8,977.46

iii. Confirmation of Voucher Register 20-12B dated 11/1-30/2020 totaling \$104,557.32

It was motioned by Vice President Cerven and Seconded by School Board Liaison Ostojic to approve Voucher Registers 20-11E, 20-12-A and 20-12B. The motion carried by a vote of 3 in favor and 0 opposed.

4. ITEMS FOR DISCUSSION/ACTION

a. Resolution 2020-03 Amending Schedule A; Park Program Fees and Charges

The Director reviewed the fees and charges for programs and events in the forthcoming Winter-Spring Recreation Guide and recommended the Board approve the fees.

It was motioned by Vice President Cerven and Seconded by School Board Liaison Ostojic to approve Resolution 2020-03 Amending Schedule A, Amending Fees and Charges and Violations. The motion carried by a vote of 3 in favor and 0 opposed.

b. Park Rules

Discussion was held about the existence of an official document outlining the Park Rules and Regulations. The Director suggested that a formal process of defining such rules and regulations should begin. A memorandum listing proposed rules was included in the board packet for review. The agreed upon rules will be put into a Resolution for Board approval.

The approved resolution will go to the Town Council for consideration and to be put into Ordinance form allowing for the issuance of a citation for violation of any park rules and regulations.

c. 2021 Grounds Maintenance Contract

The Director presented a letter from Great Lakes Landscaping proposing the continuation of the recently finished landscape maintenance contract. Great Lakes is offering the continuation of the contract for the 2021 landscaping season and will continue to honor all of 2020 season's pricing. The director recommended the Board accept the proposal and agree to the pricing.

It was motioned by Vice President Cerven and seconded by School Board Liaison Ostojic To accept the proposal from Great Lakes Landscaping to continue the landscaping contract for the 2021 season at 2020 contract pricing. the motion carried by a vote of 3 in favor and 0 opposed.

5. **ADJOURNMENT**

President Repay called for a motion to adjourn.

It was motioned by Vice President Cerven and seconded by School Board Liaison Ostojic to adjourn the meeting. The motion carried by a vote of 3 in favor and 0 opposed and the meeting was adjourned at 12:25 p.m.

Mike Sowards, Park Board Secretary

Date

Dan Repay, Park Board President

Date