

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
MUNSTER TOWN HALL
Tuesday, December 15, 2020

MINUTES

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

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

Others present virtually via Zoom meeting technology: Dustin Anderson, Town Manager.

1. CALL TO ORDER

President Repay called the meeting to order at 5:03 p.m.

2. PUBLIC COMMENT

There was no public comment.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

i. December 1, 2020 Minutes

It was motioned by Vice President Cerven and seconded by Secretary Sowards to approve the December 1, 2020 minutes. The motion carried by a vote of 5 in favor and 0 opposed.

b. Confirmation/Approval of Park Vouchers

i. Confirmation of Voucher Register 20-12C dated 12/04/20 totaling \$41,216.00

ii. Approval of Voucher Register 20-12D dated 12/15/20 totaling \$55,723.56

It was motioned by Vice President Cerven and seconded by Board Member Paulsen to approve Voucher Registers 20-12C and 20-12D. The motion carried by a vote of 5 in favor and 0 opposed.

c. Reports

December Board Report

The December Board Report was included in the board packet for perusal.

4. ITEMS FOR DISCUSSION/ACTION

a. Board of Parks and Recreation 2021 Meeting Schedule

In 2021, Board of Parks and Recreation meetings will be held on the first and third Tuesday of each month.

It was motioned by Board member Paulsen and seconded by School Board Liaison Ostojic to approve the 2021 Park Board Meeting schedule. The motion carried by a vote of 5 in favor and 0 opposed.

b. Resolution 2020-04 Amending the 2021 Salary/Wage schedule for Part-Time Employees

It was motioned by Secretary Sowards and seconded by Board Member Paulsen to approve Resolution 2020-04. The motion carried by a vote of 5 in favor and 0 opposed.

- c. Resolution 2020-05 Creating Schedule A Establishing Fees and Charges
Resolution 2020-05 was written to establish a Park Department only schedule of fees and charges for Park Board approval, and not requiring Town Council approval. The Director recommend the Board adopt Resolution 2020-05 including the attached Exhibit A.
It was motioned by School Board Liaison Ostojic and seconded by Board Member Paulsen to adopt Resolution 2020-05. The motion caried by a vote of 5 in favor and 0 opposed.
- d. Community Park & Pool Concession Management Agreement
The Management Agreement with Billy Casper Golf, LLC, now known as Antares Golf, LLC, for the management and operations of the Community Park and Pool concessions and of the Centennial Park golf course will expire on March 31, 2021. The Director recommended the Board approve the First Amendment to the Management Agreement for the Community Park and Pool concessions that has been agreed upon by Antares Golf, the Town and Attorney Wickland.
It was motioned by Vice President Cerven and seconded by Board Member Paulsen to approve the First Amendment to the Management Agreement for the Community Park and pool concessions between Antares Golf, LLC and the Town of Munster. The motion carried by a vote of 5 in favor and 0 opposed.
- e. Centennial Park Management Agreement
As indicated above in item “d.”, the Director recommended the Board approve the First Amendment to the Management Agreement for the management and operation of the Centennial Park Golf Course that has been agreed upon by Antares Golf, the Town and Attorney Wickland
It was motioned by Vice President Sowards and seconced by School Board Liaison Ostojic Paulsen to approve the First Amendment to the Management Agreement for the Centennial Park Golf Course between Antares Golf, LLC and the Town of Munster. The motion carried by a vote of 5 in favor and 0 opposed.
- f. Centennial Park Golf and Banquet Operations Funding Request Discussion
The Director advised the Board of the projected operational funding that will be required to cover operations at Centennial Park through April of 2021. The money will be transferred from funds available in this year’s budget.

5. ADJOURNMENT

President Repay called for a motion to adjourn.

Vice President Cerven motioned with a second by Secretary Sowards to adjourn the meeting. The meeting was adjourned at 5:20 p.m.

Mike Sowards, Park Board Secretary

Date

Dan Repay, Park Board President

Date