

**MUNSTER BOARD OF PARKS AND RECREATION**  
**12:00 p.m. Regular Meeting**  
**CENTENNIAL PARK CLUBHOUSE**  
**Tuesday, April 6, 2021**

***MINUTES***

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

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

Others present in person at Centennial Park,  
Mike Dujmovic, 1833 Tulip Lane  
John Kobe; 7905 Monroe Avenue

Others present virtually via Zoom meeting technology: Wendy Mis, Clerk-Treasurer; Patricia Abbott, Controller

**1. *CALL TO ORDER***

President Cerven call the meeting to order at 12:01 p.m.

**2. *PUBLIC COMMENT***

Mr. Dujmovic had some questions and asked for clarification on some of the proposed rules governing the use of parks and recreation facilities that were on the agenda for Park Board approval. The Board addressed the questions and took into consideration his suggestions.

Mr. Kobe expressed concern over the weeds growing along the fence at the dog park and the drainage issue causing muddy conditions in the park. The Superintendent of Operations and the Director will address the problems.

**3. *ADMINISTRATIVE MATTERS***

**a. *Approval of Park Board Minutes***

**i. March 16, 2021 Minutes**

***It was motioned by Board Member Repay and seconded by Vice President Paulsen to approve the March 16, 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 21-3E dated 03/26/2021 totaling \$39,141.80**

**ii. Approval of Voucher 21-4A dated 04/06/2021 totaling \$5,262.42**

**iii. Confirmation of Voucher 21-4B dated 03/01-31/2021 totaling \$51,106.64**

***It was motioned by Board Member Sowards and seconded by Vice President Paulsen to approve Park Vouchers 21-3E, 21-4A and 31-4B. The Motion carried by a vote of 5 in favor and 0 opposed.***

**4. *ITEMS FOR DISCUSSION/ACTION***

**a. Budget Discussion**

The Controller gave the Board background information on the modification of the Town budget by DLGF and explained the necessary cuts to General Fund budget, and where the cuts will be made. The Park Fund cuts amount to \$379,837 and will have a deep impact on the Department. The Board asked the Controller to be given a brief financial report each month at the board meeting.

b. Surplus Equipment Award

The Director presented the list of bids received for the equipment that was up for sale at the recent surplus property sale. It was recommended the Board approve awarding the items to the highest bidder for each, and authorize staff to dispose of the items that did not receive a bid.

***It was motioned by Board Member Repay and seconded by Board Member Sowards to award the items to the highest bidder as listed and authorize staff to dispose of the items that did not receive a bid. The motion carried by a vote of 5 in favor and 0 opposed.***

c. Paving Improvements at Frank H Hammond Park

The Director submitted a proposal for improving asphalt paved accessible routes for the facilities at Frank H. Hammond Park that do not meet ADA guidelines and also a section of asphalt between the parking lot and east to the sidewalk at Southwood. Thornton Blacktop Paving of Lynwood, IL submitted the lowest proposal at \$11,200.00. the Director recommended the board approve awarding the work to Thornton Blacktop.

***It was motioned by board Member Repay and seconded by Board Member Sowards to approve awarding the Frank H. Hammond paving project to Thornton Blacktop Paving in the amount of \$11,200.00. The motion carried by a vote of 5 in favor and 0 opposed.***

d. Park Rules Resolution 2021-02

Discussion was had and it was agreed to make all violations \$100 fine and add cats to rule 3. The Director recommended the Board approve Resolution 2021-02 with these changes.

***It was motioned by Board Member Sowards to approve Resolution 2021-02 to set fines at \$100 per occurrence and add cats to Rule 3. The motion was seconded by Board Member Repay and carried by a vote of 5 in favor and 0 opposed.***

5. **ADJOURNMENT**

President Cerven called for a motion to adjourn.

***It was motioned by Vice President Paulsen and seconded by Board Member Sowards to adjourn the meeting. The motion carried by a vote of 5 in favor and 0 opposed and the meeting was adjourned at 12:52 p.m.***

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Janice Uram, Park Board Secretary

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Date

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David Cerven, Park Board President

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Date