



**Clark County Park District
Regular Monthly Board Meeting
May 16, 2019
6:00 p.m.**

- 1. Call To Order**
 - a. Commissioner Blankenship called the meeting to order at 6:00 p.m.
- 2. Roll Call**
 - a. Commissioners in attendance were Don Pine, Jeff Wallace, Roy Sweet, Steve Turpin, Randy Blankenship, and Joey Ewing. Also in attendance were Executive Director Jeff Tippett and Office Manager Danielle Kiger.
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
 - a. Wallace motioned to approve the agenda. No second. Motion died.
 - b. Pine suggested that the item under #11 be moved to new business as he feels that should fall under the pervuew of the new board.
 - c. Wallace motioned approve the agenda with the move of the item number 11 as it appears under the agenda, Discussion and Vote New Campground Host Job Description, move that from Old Business to under item 14 after Discussion and vote Purchase Extreme Implement Brush Cutter. Ewing second. 6 ayes, 0 nays. Motion carried.
- 5. Approval of Minutes**
 - a. Regular Monthly Board Meeting Minutes 4/18/19
 - i. Ewing motioned to approve the regular monthly board meeting minutes dated 4/18/19. Turpin second. 6 ayes, 0 nays. Motion carried.
- 6. Public Comment**
 - a. Blankenship stated that he has enjoyed working with all of the old Board Members that are leaving. He hopes that they can continue as they have.
 - b. Wallace stated that he feels it has been a really good two years, we got a new director in here, we have a lot of new staff, he feels that they have gotten a lot accomplished, and they have money in the bank. It is all good.
 - c. Pine commented he is proud of what they accomplished here. He hopes the new Board carried that on. The director and staff, the improvement in management and park oversight has been terrific. He is so pleased of what has come out here. He would ask the new Board to consider two things. Number one, look at that gate, do what you have to do to get that gate functional. Historic dam calamities the country is situations just like that, something didn't work and we knew it and when push comes to shove that we had to have it, it wasn't there. I would urge you to look at it, keep that in mind, that's going to be a slow process. One last pitch, Dr. Pine-Mattas, it has been 5 years that we have



owed her. We have a list of people who owe us and he thinks it is a shame that we haven't lived up to our agreement there. If they could get that done this year. Good luck to the new Board.

7. Director's Report

- a. Tippet commented that the staff and representatives from the OHV Grant that we applied for, they came out and toured the facility and the ATV Trails, all the ups and downs. We actually spent a couple or two hours with them, Commissioner Wallace went with us. We had a great time, there was a lot of great stuff to look at on the trails, they were impressed with everything that we have done. We are moving up and on, hopefully we will know something. Three of the staff will be going to Springfield. They are having a public hearing for this OHV grant. They want to talk to every member. There are 6 applicants for this grant and they want member there for each specific application to answer questions about the applications. Pine asked if only one of the 6 would get the grant to which Tippet responded that there is a little over \$600,000 available right now and 6 people. If you get it, the whole amount, or you get nothing. Wallace followed up by saying that with the dollar amount that is requested from all of the grant applications, they only have half that amount to distribute.
- b. Tippet stated that the credit cards are going strong, they are getting guaranteed payment from the credit cards. We are getting a little bit of push back on it, but we are working it out along with the leases that are going out to be signed for everything that is bought and sold at the park. He will keep them advised as to what is going on. They have had some push back and they may have to talk about some of the folks who are just absolutely refusing to sign them and what to do with them.
- c. Tippet continued by reporting that the above ground fuel tank is delivered, it is in place. They moved the fuel dock, it is where it is supposed to be right now.
- d. Tippet reported that the rental docks are done and they look really nice.
- e. Finally he reported that they receive the certification of election from the County Clerk's Office and they all have a copy.

8. Discussion of Finances

- a. Turpin stated that basically they had a finance meeting as usual the Monday before the normal Board Meeting. He thinks that it helps and he urges the new Board to continue with that. It gives them a chance to really look in detail especially since we have a fairly new influx into the Board. Due to the weather and some of the leases not being signed yet, business is down a little bit only for the month of April. We are still fine, we are well within the projected budget. Income from sales in April show \$268,277 roughly. Current expenses for the month are \$18,500. Balance in account funds as of April 30th is \$909,379. He doesn't think that they found anything that was concerning them, they had a few



questions that were clarified, they made a couple of changes as far as how some expenses were shown. They have a revised budget.

- b. Wallace asked what was the deal with the salaries to which Pine responded that was in the packet. Wallace commented that it was a clerical or reported wrong. Tippet explained that they took the last payroll out of the wrong budget so it went from \$11,000 to \$4000.
- c. Ewing asked what are the leases that they have that are outstanding. Are those dock leases? Tippet explain that a few dock leases, we actually have a camping lease that it outstanding. People take them home with them so we are making phone calls to try and get them back.

9. Payment of Bills

- a. Turpin asked Kiger where they are at with IMRF. When he first came on the Board we had a balance but we really didn't have a balance and we owed money to ourselves. Kiger stated that she would get with the accountant. Turpin asked if she could have it for the next meeting so that the new Board is aware. Blankenship commented that it was his understanding that they were supposed to zero it out at the end of the year. Turpin commented that he doesn't know if it has happened. It was money that we paid into the retirement fund, but we owed it to ourselves. Pine commented that was a little bit of a different situation there, that was not something due directly out of our fund, that was in the state withholding already collected.
- b. Kiger stated that as far as bills go, they are holding the check for Industrial Supply Company for \$3,863.64. We are waiting on a credit back from them before we pay them. Turpin asked if that was for the piping and stuff and Kiger explained it was for the electric pedestals. Tippet explained that they delivered the wrong pedestals, they had to credit us on those, and they delivered the new ones and there is about a \$300-\$400 difference.
- c. Ewing motioned to pay the bills excluding Industrial Supply Company. Sweet second. Pine aye, Wallace aye, Sweet aye, Turpin aye, Ewing aye, Blankenship aye. 0 nays. Motion carried.
- d. Ewing asked if Industrial Supply will be on next month's to pay or will we be in default at that point and time to which Kiger and Tippet both responded that they know. Ewing asked if they should make a motion to go ahead and pay Industrial Supply once we get the credit back so they don't have to bring it back up again? Blankenship commented that it would keep us from being 30 days out. Pine commented it doesn't matter because you're probably not gonna have the same officers, you'll have different people sign the checks, but that really doesn't matter. Blankenship commented that what matters is the 30 days. Pine stated that actually everything in there is already approved it is just a motion that they go through. They could actually pay every one of those bills without their approval because it has already been approved in the budget.



- e. Ewing stated that they just made a motion excluding Industrial Supply to which Turpin stated that he would go ahead and make a motion.
- f. Turpin motioned to that once they have the credit and the bill is approved by the director to go ahead and pay Industrial Supply. Ewing second. Wallace aye, Sweet aye, Turpin aye, Ewing aye, Blankenship aye, Pine aye. 0 nays. Motion carried.

10. Committee Reports

- a. Campers – 5/2/19
 - i. Ewing stated that they met on the 1st Thursday of the month. They discussed drainage in the campground. He knows most of the water is down now and he knows they have some drainage tile that is still clogged up. The waterlines are in and it looks like they have all been back dragged and they just need some grass seed on it now. The Hickory Cabin still hasn't been moved, it's still on the list.
 - ii. Blankenship commented that he wondered how they are going to move the cabin to which Tippet responded that it will go on Edington's roll back, he's just going to pull it up there, \$150.
 - iii. Ogle asked if they discussed more hydrants in B Section, because some people are still pulling 150 feet of hose. Ewing responded that he doesn't know if they discussed that or not, but we need more water hookups. We are done in C and we got the hoses off of the road, so our next move will be B.
- b. Community Parks
 - i. None
- c. Dock
 - i. None
- d. Finance – 5/13/19
 - i. Already discussed earlier in the meeting
- e. Fishing
 - i. None
 - ii. Turpin asked if we are going to do any stocking this year. Tippet responded that he didn't put it in the budget this year. There is no state program to help us with this anymore. Ewing clarified that any stocking we do is on us at this point.
 - iii. Blankenship asked if that means we can put in whatever we want to which Tippet responded that we take a recommendation from the biologist and right now he wants to put in Asian channel cats. He also commented that he should rephrase that, we do put a limited amount of Muskie in sometime in mid-July. Mounce will be by to drop some Muskie in, that is a state program.
- f. Master Plan



1. Sweet nominated Blankenship for President. Turpin second.
 2. Williamson nominated Richards. Ewing second.
 3. Richards nominated Ewing. No second.
 4. Turpin stated that he will not be voting for the Board's officers as he will not be here.
 5. Roll call for Richards for President.
 - a. Trefz aye, Williamson aye, Richards aye, Sweet abstained, Ewing aye, Blankenship aye. 5 ayes, Sweet abstained, 0 nays. Richards was elected as Vice President.
 6. Richards took over the meeting as President at this point.
- ii. Vice President
1. Williamson nominated Ewing for Vice President. Trefz second.
 - a. Roll Call on Ewing for Vice President
 - i. Williamson aye, Richards aye, Sweet aye, Turpin present, Ewing aye, Blankenship aye, Trefz aye. 6 ayes, 0 nays, Turpin present. Ewing was elected as Vice President.
- iii. Secretary/Treasurer
1. Blankenship nominated Trefz. Richards second.
 - a. Roll call on Trefz for Secretary/Treasurer
 - i. Richards aye, Sweet aye, Turpin present, Ewing aye, Blankenship aye, Williamson aye. 6 ayes, 0 nays. Trefz was elected Secretary/Treasurer.
- d. Discussion and Vote Condensing Committees
- i. Richards commented that it looks to him that Tippet is wanting to condense the meetings down from 7 to 5 to which Tippet responded that is correct.
 - ii. Williamson asked if there is any way to put finance and policy together. Tippet commented that would make for a very long meeting each time. Williamson commented that she realizes that and she likes the way they are suggested to be condensed.
 - iii. Ewing commented he feels that Finance should stand on its own to which Tippet commented that he has put Master Plan with it. Ewing then confirmed that all of those are standing committees to which Tippet responded that they are except Erosion Control. Ewing commented that it really isn't a committee because they would have to vote to form that committee but erosion control could be discussed within that committee. Turpin commented that he would leave it that way rather than forming a new committee. Ewing asked that by joining these committees, they are not in any violation or anything. They are individual voted on standing committees so by combining them wouldn't put them in any violation or



anything right. Tippet commented that they would just be having them at the same time. Richards commented that they are not eliminating any they are condensing the number of meetings.

- iv. Ewing commented that the camping committee as campground, primitive camping and cabins. And Trails will do all of the trails. Richards commented that none of the committees will be deleted, they will just be condensed.
- v. Pine commented that they will not actually be having 2 sets of minutes. Tippet commented that you could put it in the agenda if you want to talk about fishing, etc. Pine stated so actually whatever you put Master Plan under, that actually won't be a committee any longer, that topic would be handled by whatever committee. Tippet stated Finance. Pine commented that they would have to have two sets of minutes and they wouldn't want to do that. Those master plan topics would be discussed by the Finance Committee, so you wouldn't have a Master Plan Committee, per se. Tippet commented that they would just discuss it under the other committee.
- vi. Ewing asked if they need a motion to condense the committees. Pine commented that Richards gets to appoint them and he has the final decision on the committees and Turpin stated that those are not voted on those are just appointed by Richards. Ewing commented that first they have to have a vote in order to condense these or leave them like they are, that's the way it's written in the agenda. Each of these are stand-alone committees to which Pine added which died with the old Board. Committees are appointed by the President. Turpin stated that they do not have to vote, the president decides what committees he wants.
- vii. Richards asked if they need a vote or does he just tell them what he wants them to be. Blankenship stated just tell them what they will be.
- viii. Richards stated that he thinks it is a good idea just to minimize the number of meetings per month for the people required to attend them.
- ix. The committees will be as follows:
 - 1. Camping Committee which will discuss such issues such as the campground, primitive camping and the cabins.
 - 2. Finance Committee which would also discuss the master plan of the park.
 - 3. Trails Committee which will discuss the bicycle, walking, horse, and ATV trails.
 - 4. The dock committee will be renamed Lake Management.
 - 5. The Policy Meeting which will also encompass Community Parks.
- e. Assignment of Committee Chairpersons and Co-Chairs



- i. Tippett commented that they have a standing Camping Committee and Trails on the first Thursday.
- ii. Pine commented that he can make additional appointments at any time.
- iii. Turpin stated that he didn't have to do it tonight.
- iv. Richards commented that he would do it, but he would like to hear from the Board member about their areas of expertise and strengths are rather than just appointing people based off of what he thinks.
- v. Ewing asked if it would be in their best interest to appoint three to a committee, because a quorum would be two. Right now we have two on a committee, so if one can't be there then technically you can't have a meeting. If you have three appointed to the committee, then you can have two of them out of the three that can be there, then you can have a meeting. He thinks that's how the city does it with their meetings. There are 7 of them on the Board and sometimes it's hard for just two of us to get there, if you have three appointed to them being that the committees are going to be bigger than just the camping committee, he would recommend three commissioners be appointed to each committee. That would allow flexibility with only two out of the three having to be there for the meeting.
- vi. Richards asked how often these meetings are scheduled, is every meeting monthly. Ewing explained that the finance committee, camping, trails, and policy have been. Dock has not really met on a monthly basis. He feels that once they are established that they should be held at a specific time and day of the month, regardless if there is anything to talk about that month or not.
- vii. Richards commented that there are 7 of us, and three of us on each committee, and 5 committees we are going to be here one day each week.

Turpin left the meeting at 6:47p.m.

- viii. Richards commented that his thought on that is that the meetings that meet less often would only need 2 committee members, and the more vital meetings such as the finance meeting would need 3 members so they don't get skipped over.
- ix. Blankenship stated that they always had two and it worked out 90% of the time, but it would be beneficial to be able to let one guy stay home once in a while instead of making him be there for every once a week, maybe let one guy take a month of and then rotate. That way you maybe only have to be there three times.
- x. Ewing commented that camping and trails meet on the same night.
- xi. Sweet stated that he would volunteer to be on the policy committee and the community parks committee if that would help.



- xii. Richards asked if it would make sense to make the camping and trails people overlap to which the response was yes.
- xiii. Blankenship stated that he would be fine with doing camping and trails. He also stated dock if needed be.
- xiv. Ewing stated he would take camping as well.
- xv. Richard stated Williamson and Richards on the Dock committee.
- xvi. Williamson commented that she would like to sit on trails as well.
- xvii. Tippet asked who was on trails to which Richards responded that Ewing, Blankenship, and Williamson are on Camping and Trails.
- xviii. Richards commented that Trefz definitely belongs on the finance and master plan committee. Richards will be on that, too. Williamson stated she would like to be on that, too.
- xix. Richards commented that he would also like to be on the community parks.
- xx. Richards commented that should round this out unless they want another person on Policy and Community Parks. Blankenship commented that if he wants a third, he will volunteer.
- xxi. Richard summarized that gives them three for each.
 - 1. Ewing, Blankenship, and Williamson on Camping and Trails.
 - 2. Trefz, Richards, Williamson on Finance and Master Plan.
 - 3. Richards, Williamson, and Blankenship will be on Lake Management.
 - 4. Sweet, Richards, and Blankenship will be Policy and Community Parks.
- xxii. Tippet asked if camping and trails will still be meeting the first Thursday of the month. Ewing stated as far as he is concerned it seems to work out, everybody already knows about it. Williamson commented to continue having the finance meeting the Monday before the Board Meeting. Ewing added then the dock and the other one we will fill in until we get an assigned date and time if you guys would like to. Blankenship stated he is not good for Wednesdays.
- xxiii. Sweet asked if there is any reason why they couldn't have the parks meeting, in order to get them more involved, is there any reason we couldn't have the parks meeting at say Martinsville, West Union, do the meetings have to be here I guess is what I'm asking. Ewing responded that the meetings do not have to be here, but the agenda must be posted here and at the change in venue. So if we go to the firehouse in Martinsville or the school, we have to post a meeting agenda at the point of business and the change of venue. Sweet commented that would be quite a hassle. Ewing commented that is his understanding. Williamson commented that it makes sense to meet in the communities.



- xxiv. Richards asked if the dock committee and the policy committees have set dates, to which the response was no. He then asked Sweet if that is something that he is interested in setting up on a routine basis to which Sweet responded he just thinks it should be as needed.
- xxv. Richards then set the Chair/Co-Chair for each committee
 - 1. Policy Committee
 - a. Chair – Sweet
 - b. Co-Chair – Richards
 - 2. Camping Committee
 - a. Chair – Ewing
 - b. Co-Chair – Blankenship
 - 3. Finance/Master Plan
 - a. Chair – Trefz
 - b. Co-Chair – Williamson
 - 4. Lake Management
 - a. Chair – Richards
 - b. Co-Chair – Williamson
 - 5. Trails
 - a. Chair – Blankenship
 - b. Co-Chair – Williamson
- xxvi. Tippettt pointed out that if there are three people on the committee, one person is the chair and the other two are co-chairs.
- f. Discussion and Vote Purchase Extreme Implement Brush Cutter
 - i. Tippettt commented that there is not much that he can bring in the way of folders or specifications. This is something that we need throughout the park. Because it is such a heavy duty machine, it is something that can take down up to a 7” diameter cutting capacity so if it hits a tree it goes right through it, knocks it down, chews it up and it’s mulch on the ground. One of its specific uses will be for the dam. The mower that we are using right now will not take the incline. You can put that on a skid steer and you can go right down the dam and take out all of those saplings which is a huge maintenance issue. That is what Banning dings us on almost every time. All of our trails can be cleaned up very easily with this, it is a worthwhile investment. He is looking at a 72” model, if he ordered it tomorrow it would probably take 6-8 weeks to get here. It’s \$3,799, no tax, and \$299 delivery charge. We have the skid steer obviously for it. To him it would be a worthwhile investment.
 - ii. Williamson asked if the skid steer would handle it to which Tippettt responded yes it is rated for it.
 - iii. Ewing stated that we could primarily use this at the dam to clean the little saplings out, but at 72” are you talking about the ATV trails to which



Tippett responded the ATV trails, the horse trails, the walking trails. Ewing commented that the horse trails, they probably don't want a 72" brush cutter through the trails. The bike trails, they probably don't want those going through there either. Someone commented to use it vertically. Tippett commented that they are also looking for more camping spots on the horse trails and this would literally do a circle around it and it would be good to go.

- iv. Trefz commented that with the skid steer you can't use it vertically can you to which Tippett commented no, not with the skid steer.
- v. Ewing commented \$3,800 plus another \$300 to ship it. Richards asked if it was in the budget to which Tippett responded that it is under Maintenance Equipment under Capital Outlay.
- vi. Blankenship asked if this is something that the OHV grant would have paid for if we had waited to which Tippett responded yes however it was not in the OHV grant this time.
- vii. Ewing asked what it would cost to rent one like from Jet to which Tippett responded that you would have to find one first. Jet only has the mulcher head and they will only rent that to you with the whole unit and it is a thousand and something a day. To buy a mulcher head for our case out there is about \$22,000.
- viii. Trefz asked if the skid steer has the safety cage on it to which Tippett responded that it does not but if they are going to purchase this they are going to get a door for that machine so that nothing can come inside that machine with you. Trefz commented so it is open cabbed to which Tippett responded that it is. Blankenship asked what that would cost to which Tippett responded that they would make it, they can fab it here.
- ix. Ewing commented that his hang up is for \$4,100 we get a brush cutter. Once we get through brush cutting, then it is a piece of equipment that is not going to get used everyday versus if we had a project that we were going to do, would it be better to just rent the equipment from Jet and do our project. Tippett commented that this is reusable and mainly it's the dam. We don't have anything to go up and down that dam on a regular basis. Blankenship commented that in 4 days, it pays for itself to which Tippett responded yes.
- x. Williamson asked if it is in the budget to which Tippett responded it is.
- xi. Tippett stated that it has a multitude of uses, it will cut grass, too.
- xii. Blankenship motioned to buy the cutter. Sweet second. Sweet aye, Ewing aye, Blankenship aye, Trefz aye, Williamson aye, Richards aye. 6 ayes, 0 nays. Motion carried.

14. Old Business

- a. Discussion and Vote New Campground Host Job Description



- i. Richards asked if we have had any more applications for this to which Tippet commented that they have not. The ones that we had did not work out, they actually got that for the most part from the State Parks, IDNR. The difference being there is a little more responsibility in this and there is also a \$1.50/day payment to the campground host at the end of the season. The season is broken up into two sections of time. Instead of them being here for the whole 7 months, they might be here for three months instead. The exception to this is that we will move the ice chest and stuff to your site so it is more of a mobile campsite so it is not such a burden on everybody. They won't have to move to B1 or C2, he would like to try it and see how it works.
- ii. Williamson clarified that it is for a minimum of 4 weeks to which Tippet responded yes.
- iii. Sweet commented that he doesn't know why anyone would want it, he read through there, he hope that we do find somebody, but.
- iv. Richards asked what the pros and cons of having a Campground Host to which Blankenship responded it saves the gatehouse a lot of time and they are there more hours. Tippet commented that the campground host is busy there's no doubt about that. Williamson added that people come in late at night and a lot of times they will go to the host for help.
- v. Richards asked how much time does he think it saves the staff to which Tippet responded that it is a big convenience for the guests because they can just walk over and get their ice or walk over and get their wood. They can just drive their golf cart, they don't have to drive down to the gatehouse and nor do we have to deliver it.
- vi. Ewing commented that by that they have them at 35 hours a week for a minimum of 15 weeks to which Tippet responded 4 weeks, we prefer 15. Ewing stated so we are proposing a minimum of 4 weeks, we are proposing \$1.50 per work day, Monday through Sunday, holidays and weekends. He feels that they do need a host or two.
- vii. John St Claire (audience) asked but what do you do when they aren't there, we ran into that a lot last year. He had to go in town to get ice. They were in the trailer but they wouldn't answer the door.
- viii. Ewing stated that you need some guidelines of what is expected of them. Tippet stated that they pretty much have that right here.
- ix. Ewing stated so you are proposing 35 hours a week. Tippet commented that this right here, the whole objective, put it out there that this is what our policy is and see if someone is interested. Tippet commented that Ogle had said that if we would have had this when he applied, he may have taken it for half of the season. It just wasn't specifically there when he was applying. Now it is costing some extra hours in the gatehouse as



we have two people there. If somebody needs something we can run it down there. Richards asked what the hourly rate is for someone out at the gatehouse to which Tippett and Kiger responded right now it is \$11 and after 90 days it is \$11.50. Blankenship commented that we are running 8 hours at \$11/hour to which Tippett responded no only about 6 hours two days a week. Richards commented that one hour takes care of two weeks of the campground host basically. He then asked which part of the budget does this come out of, Campground host? Tippett responded that it does come out of campground host but the \$1.50/day, Kiger stated is not in this year's budget. This would be for next year.

- x. Blankenship commented what if you took the \$1.50 away and cut the time in half and you have 2 to which Sweet commented that you can't, by law you have to pay them he thinks a minimum of \$1.00. Blankenship stated that he is just thinking to cut the time in half and have 2 campground hosts that way they can split it. Tippett commented that they have tried that and it becomes a huge problem, the logistics of that, everybody want Saturday and Sunday off, they want to go boating, everybody wants Friday and Saturday off, they want to go boating. Blankenship commented throw it in a hat and draw your time.
- xi. Tippett stated that he is just looking to have this approved by the Board so that he can at least offer it and make the move, see if somebody would be interested at this point.
- xii. Ewing stated that if he is looking for a motion to approve this so that he can move forward then he will make the motion and Tippett will police it from there. Blankenship second. Ewing aye, Blankenship aye, Trefz aye, Williamson aye, Richards aye, Sweet aye. 6 ayes, 0 nays. Motion carried.

15. Adjourn

- a. Ewing motioned to adjourn the meeting. Blankenship second. 6 ayes, 0 nays. Motion carried.
- b. Meeting was adjourned at 7:10 p.m.