

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
April 15th, 2020

The meeting was **Called to Order** by President Smith at 6:06pm in the Parks & Recreation Administration Office Conference Room. **Roll Call** noted the following present for the meeting:

Board Leah Akers (via video conferencing), Sandy Bichel, Patrick Caskey, David Fichtenmayer, Kathy Mudrovic (via video conferencing), Bradley Nowak (via video conferencing), Mike Ryan, Tom Smith and Council Liaison Mary Ann Ohms (via video conferencing) were present. Brad Harmon was absent.

Others Maralee Britton – Director, Chris Atkinson - Assistant Director.

Community Members - None

3. **Verbal Petitions/Public Comments and Response:** None

4. **Staff Reports/Presentations:** None

5. **Items for Discussion and/or Action-**

Smith, Ryan, Fichtenmayer, Caskey and Bichel were present in the Conference Room.

- A. **Resolution 1, 2020 Allowing Public Attendance at Parks and Recreation Board Meetings through Virtual Presence and to Accept Public Comment on Agenda Items Via Email or in Writing, Authorization of Board Meetings through Teleconference or Virtual Presence, and to Authorize the Director of Parks and Recreation to Amend, Modify or Suspend the Personnel Manual through May 31, 2020, and adopt an expanded Paid Sick Leave and Expanded Family Medical Leave Act Policies due to the Declared State of Emergency Associated with the Novel Coronavirus 2019 (COVID 2019)***

Smith made a motion to approve Resolution #1, 2020; seconded by Ryan.

Roll Call vote: Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Mike Ryan - Yes, Tom Smith - Yes.

After the vote Akers, Mudrovic, Nowak and Council Liaison Ohms joined the meeting via video conferencing.

- B. **Contract with First Student, Inc. to provide transportation services during the 2020 Summer Day Camp Program an amount not to exceed \$18,141.20***

Smith made a motion to approve the contract; seconded by Ryan which then passed.

C. Discussion of 2232 & 2236 Graystone Drive*

Fichtenmayer made a motion to approve to accept the property from the City and for the Parks & Recreation Department to take over maintenance; seconded by Caskey which then passed.

D. Contract with Praxair Distribution to provide liquid CO2 for use at the aquatic facilities in 2020-2024 in an amount not to exceed \$50,000*

Caskey made a motion to approve the contract; seconded by Bichel which then passed.

6. Meeting Minutes:

- A. Parks & Recreation Meeting Minutes January 15, 2020*
- B. Parks & Recreation Soccer Park Committee Meeting Minutes January 21, 2020
- C. Parks & Recreation Work Session Meeting Minutes February 5, 2020*
- D. Parks & Recreation Work Session Meeting Minutes March 4, 2020*
- E. Parks & Recreation Board Executive Committee Meeting Minutes March 4, 2020*

Fichtenmayer made a motion to approve the meeting minutes (A, B, C, D & E); seconded by Ryan which then passed.

- F. Parks and Recreation Board Soccer Park Committee Closed Session Meeting Minutes January 21, 2020 Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)***
- G. Parks and Recreation Board Closed Session Meeting Minutes February 5, 2020 Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)***
- H. Parks and Recreation Board Executive Committee Closed Session Meeting Minutes March 4, 2020 Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment. (RSMo 610.021.13)***
- I. Parks and Recreation Board Closed Session Meeting Minutes March 4, 2020 Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2); Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)*****

Smith made a motion to approve the Closed Session meeting minutes (G, H & I); seconded by Fichtenmayer.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Absent, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

7. **Consent Agenda (Items to be received):**

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report
- E. Financial Transactions from \$7,500 to \$10,000- None

Smith made a motion to receive the consent agenda; Seconded by Caskey which then passed.

8. **Items Removed from the Consent Agenda:** None

9. **Presidents Announcements and Reminders:** None

10. **Directors Report:**

- A. Thank You's (As Available) - None
- B. General Department Update - None.
- C. Covid-19 Update -

Britton presented the Board with a list of operational changes and actions that have taken place since the Covid-19 pandemic began. Also provided information programs, rentals and activities that have been cancelled or delayed.

11. **Board Member Announcements and Reminders:** None

12. **Council Liaison Announcements and Reminders:**

Council Liaison Mary Ann Ohms said that at the April 7th City Council meeting that the Council waived and suspended ordinances to help residents during the pandemic. Also said that License Agreement between the City and MODOT was approved for the 370 and Boeing Trail Projects.

13. **Park Board Liaisons Comments**

- A. Foundation Report: None.
- B. Cemetery Report: None.
- C. Legislative Report: None.

At 6:48 pm Smith Made A Motion to go into Closed Session to discuss the following:

- B. Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)

Seconded by Ryan.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Absent, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

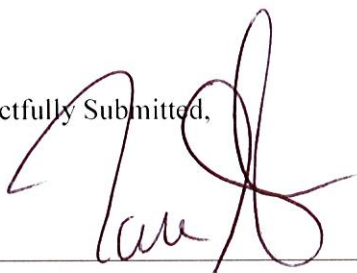
At 6:55 pm Caskey Made A Motion to come out of Closed Session. Seconded by Fichtenmayer.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Absent, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

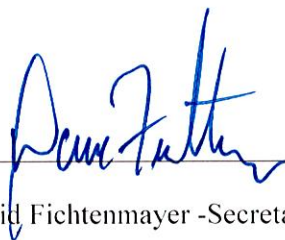
As there was no further business to discuss Fichtenmayer moved for **Adjournment** at 6.56pm; Seconded by Smith which then passed.

Meeting: April 15th, 2020

Respectfully Submitted,

A handwritten signature in red ink, appearing to be 'Tom Smith', written over a horizontal line.

Tom Smith - President

A handwritten signature in blue ink, appearing to be 'David Fichtenmayer', written over a horizontal line.

David Fichtenmayer -Secretary