

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
October 21, 2020**

The meeting was **Called to Order** by President Smith at 6:00pm in the American Legion Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Board Patrick Caskey, Denise Childress, Mike Hannegan, Brad Harmon, Kathy Mudrovic, Mike Ryan, Merle Schneider, Tuss Peluchette and Tom Smith; Council Liaison Denise Mitchell was absent.

Others Maralee Britton – Director, Peter VanLinn - Maintenance Superintendent

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

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

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

A. **Cooperative Recreational Use Agreement with the City of St. Peter's for St. Charles Residents to use the Rec-Plex and Outdoor Aquatic Facility at Resident Rates and St Peter's Residents to Use Blanchette, McNair and Wapelhorst Aquatic Facilities at Resident Rates***

Britton presented the agreement to enter into another 2 year agreement with a possible one year extension. The cooperative agreement began in 2010 and has been a success for both City's.

Ryan made a motion to approve the agreement; seconded by Peluchette which then passed.

B. **Contract with Hyatt House Virginias Beach Oceanfront to provide overnight lodging on May 23, 24 & 25, 2021 on the "Norfolk & Virginia Beach" Trip in an amount not to exceed \$17,043.18***

Britton explained all trips scheduled for 2020 that were cancelled due to COVID-19 have been moved to 2021. No funds were expended for cancelled trips.

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

C. **Second Renewal Contract with Capri Pools & Aquatics to provide spring opening and winterization of Blanchette & Wapelhorst Aquatic Facilities in 2021 in an amount not to exceed \$14,606.25***

With the new aquatic facilities. Britton explained having Capri Pools open and close Wapelhorst and Blanchette Facilities has helped tremendously which also makes them responsible if there are any issues due to Winter conditions.

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

D. Purchase Order with Krey Distributing alcoholic beverages for use/resale in concession stands and special events in 2021 in an amount not to exceed \$29,000*

Krey Distributing is one of our vendors for the sale of alcoholic beverages in concession stands, Memorial Hall and for events.

Hannegan made a motion to approve the purchase; seconded by Caskey which then passed.

E. Purchase Order with NAPA Auto Parts to provide auto parts for vehicles and equipment in 2021 in an amount not to exceed \$11,400*

Britton explained the purchase of parts for our Mechanic to use on equipment and other purchases are made through other suppliers to be sure we are received the lowest prices possible.

Harmon made a motion to approve the purchase; seconded by Ryan which then passed.

F. Resolution #2, 2020 Records Destruction*

Britton explained the destruction of documents follows Sunshine Law for the timing and correct method of destruction. These are reviewed by the City Clerk's Office prior to City Council approval.

Hannegan made a motion to approve the resolution; Mudrovic seconded the motion which then passed.

6. Meeting Minutes:

- A. Parks & Recreation Meeting Minutes September 16, 2020*
- B. Parks & Recreation Finance Committee Meeting Minutes September 11, 2020*
- C. Parks & Recreation Special Meeting Minutes September 30, 2020*
- D. Parks & Recreation Special Meeting Minutes October 7, 2020*
- E. Parks & Recreation Bus Tour of Parks Minutes October 7, 2020*

Caskey made a motion to approve the meeting minutes; seconded by Mudrovic which then passed.

Prior to the motion to approve the Closed Session minutes, Britton noted a clarification to the September 16 minutes removing Childress and Harmon from being present and Hannegan as absent.

- F. Parks and Recreation Board Closed Session Meeting Minutes August 19, 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) and 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)***

- G. Parks and Recreation Board Closed Session Meeting Minutes September 16, 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 Special Meeting Closed Session Meeting Minutes September 30, 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)***

Ryan made a motion to approve the Closed Session Minutes; seconded by Hannegan.
Roll Call vote: Patrick Caskey - Yes, Denise Childress- Absent, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

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

Caskey made a motion to approve the consent agenda; Seconded by Mudrovic which then passed.

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

9. **Presidents Announcements and Reminders:**

Smith stated the Board will hold Election of Officers at the November Work Session. Anyone interested in serving should contact him noting he will not seek the role of President for another term.

10. **Directors Report:**

A. **Thank You's (As Available)**

Britton highlighted a couple of thank you notes received from the public.

B. **General Department Update**

General updates were provided.

11. **Board Member Announcements and Reminders:**

Caskey reported he was at Wapelhorst Park and it was really busy and good to still see people out and about in Parks.

Peluchette reported he had visited the Boschert Phase III Greenway construction and while the project is coming along, the contractor had left quite a mess of mud in the roadways.

12. Council Liaison Announcements and Reminders:

In Council Member Mitchell's absence, she passed along Council Member Vince Ratchford had mentioned how good Fountain Lakes looks and accessible for fishing.

13. Park Board Liaisons Comments

A. Foundation Report: None.

B. Cemetery Report: None.

C. Legislative Report: None.

At 6:32 pm Smith Made A Motion to go into Closed Session to discuss the following:

A. Legal actions, causes of action, or litigation. (RSMo 610.021.1)

Seconded by Caskey.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Absent, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

Denise Childress entered the meeting at 6:34 pm.

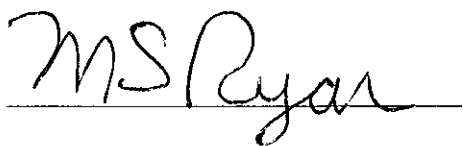
At 6:56 pm Peluchette Made a Motion to come out of Closed Session. Seconded by Mudrovic.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

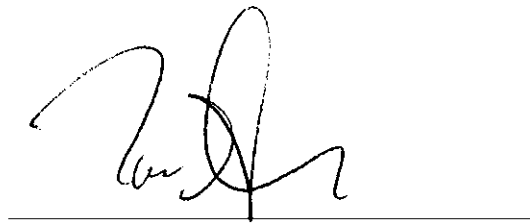
As there was no further business to discuss Caskey moved for **Adjournment** at 6:57 pm; Seconded by Mudrovic which then passed.

Meeting: October 21, 2020

Respectfully Submitted,

Handwritten signature of Mike Ryan in cursive script, written over a horizontal line.

Mike Ryan
President

Handwritten signature of Tom Smith in cursive script, written over a horizontal line.

Tom Smith
Treasurer