

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
November 17, 2021

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

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

Staff Maralee Britton – Director, Chris Atkinson- Assistant Director.
Mike Wilkins – Chief Park Ranger, Sergeant Christina Braswell, Sergeant Larry Dampier, Isaac Bartoski – Park Ranger, Brendan O’Day – Park Ranger.

Others Family & Friends of Sergeant Christina Braswell

3. Pledge of Allegiance

4. Verbal Petitions/Public Comments and Response: None

5. Staff Reports/Presentations:

Life Saving Commendation to Ranger Sergeant Braswell.

Chief Park Ranger Wilkins read aloud the commendation explaining the actions that were taken by Sergeant Braswell during an interaction with a suicidal subject who jumped into the Missouri River on 11/7/2021.

The Board thanked Sergeant Braswell for her actions.

6. Items for Discussion and/or Action-

- A. **Contract with Huskey Trailways to provide motor coach transportation for trip participants on the “Magnolia’s, Mansion’s & Memories” Trip March 24-31, 2022 in an amount not to exceed \$12,300.00***

Smith made a motion to approve the contract; seconded by Childress.

- B. **Contract with Vandalia Bus Lines to provide motor coach transportation for trip participants on the “Norfolk & Virginia Beach” Trip May 20-28, 2022 and the “Florida Beaches & Kennedy Space Center” Trip in September 10-17, 2022 in an amount not to exceed \$21,708***

Peluchette made a motion to approve the contract; seconded by Smith.

- C. **Contract with Holiday Inn Resort to provide overnight lodging for trip participants on September 11-13, 2022 in an amount not to exceed \$13,989.44***

Peluchette made a motion to approve the contract; seconded by Mudrovic.

- D. **Purchase Order with ATT Mobility/FirstNet to provide cellular phone service and equipment in 2022 in an amount not to exceed \$32,300.00***

Smith made a motion to approve the purchase; seconded by Childress.

- E. **Purchase Order with Concentra Medical Centers to provide work related medical services in 2022 in an amount not to exceed \$19,600.00***

Peluchette made a motion to approve the purchase; seconded by Mudrovic.

- F. **Purchase Order with WEX Bank to provide fleet fuel cards for use in 2022 in an amount not to exceed \$77,200.00***

Peluchette made a motion to approve the purchase order; seconded by Mudrovic.

- G. **Purchase Order with NAPA Auto Parts to supply vehicle and equipment parts in 2022 in an amount not to exceed \$11,400.00***

Smith made a motion to approve the purchase order; seconded by Harmon.

- H. **Renewal Contract with LRL Commercial Cleaning Inc. to provide Janitorial Services in 2022 in an amount not to exceed \$18,850.00***

Peluchette made a motion to approve the contract; seconded by Harmon.

- I. **Purchase Order with Industrial Soap Company to provide janitorial supplies in 2022 in an amount not to exceed \$13,100***

Peluchette made a motion to approve the purchase order; seconded by Childress.

- J. **Contract with Vermont Systems, Inc. to provide ongoing support for proprietary software in 2022 in an amount not to exceed \$11,151.00***

Hannegan made a motion to approve the contract; seconded by Peluchette.

- K. **Second Renewal Contract with A Graphic Resource to provide printing and delivery of the Parks Newsletter in 2022 in an amount not to exceed \$26,000.00***

Peluchette made a motion to approve the contract; seconded by Harmon.

- L. **First Renewal Contract with MPG Tandem to provide all screen-printed shirts and apparel for staff and program participants in 2022 in an amount not to exceed \$28,500.00***

Harmon made a motion to approve the contract; seconded by Hannegan.

- M. **Purchase Order with Krey Distributing to provide alcoholic beverages for resale at Parks Concession stands in 2022 in an amount not to exceed \$29,000.00***

Smith made a motion to approve the purchase order; seconded by Childress.

- N. **Request to Adjust Hours of Operation on December 22, 2021***

Peluchette made a motion to approve the request; seconded by Mudrovic.

- O. **Contract with Capri Pools & Aquatics to perform opening and closing of aquatic facilities in 2022 in an amount not to exceed \$16,398.00***

Peluchette made a motion to approve the purchase order; seconded by Harmon.

- P. **Contract with PlayPower LT Farmington to provide the playground equipment, tile and install of the new playground and tile at Fox Hill Park in an amount not to exceed \$174,553.84***

Harmon made a motion to approve the contract; seconded by Peluchette.

7. **Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes October 20, 2021*
- B. Parks & Recreation Board Work Session Meeting Minutes November 3, 2021*

Smith made a motion to approve the meeting minutes A & B; seconded by Peluchette.

8. **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
- F. Oak Grove Cemetery Report

Childress made a motion to approve the consent agenda; Seconded by Mudrovic.

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

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

11. **Directors Report:**

A. Thank You's (As Available)

B. General Department Update

Britton reminded the Board that the Park Board Holiday Party will be held on December 9th.

Forget Me Not Park Dedication is scheduled for November 23rd at 10:00am at the park location.

C. Rental Policy Update.

Staff and City Legal are working on the updates for the Work Session on 12/1/2021.

D. Codification of City Ordinances.

Staff and City Legal are working on updating the Ordinances. Updates will be presented at Work Session on 12/1/2021.

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

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

Mitchel said that she had been approached about including a basketball court in Schaefer Park. Staff said that they typically do not like to add basketball courts next to residential developments because of noise and usage issues.

14. **Park Board Liaisons Comments**

A. Foundation Report: Mudrovic updated the Board about the Foundation Glo Bowl Fundraiser that was held on Saturday November 13th. Very well attended.

B. Legislative Report: None.

As there was no further business to discuss Smith moved for **Adjournment** at 7:01 pm; Seconded by Peluchette.

Meeting: November 17, 2021

Respectfully Submitted,



Mike Ryan - President



Denise Childress - Secretary