

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
July 17, 2024

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

Board Sandy Bichel, Tim Glosier, Larry Muench, Mike Ryan, , TJ Slattery, Kathy Mudrovic, Brian Scheidegger, Anne Zerr and Council Liaison Mary West were present. Anna Shy was absent.

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

Others None

3. **Pledge of Allegiance**

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

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

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

A. Election of Parks and Recreation Board Treasurer*

Ryan nominated Anne Zerr; seconded by Muench.

With no other nominations Ryan made a motion for nominations to cease and vote by acclamation; seconded by Muench.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic - Yes, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Yes, Anna Shy – Absent, TJ Slattery - Yes, Anne Zerr – Yes. Motion passed.

Anne Zerr is Treasurer.

B. Contract with Kolb Grading to complete the McNair Park Storm Water Project in an amount not to exceed \$23,265*

Mudrovic made a motion to approve the contract; seconded by Ryan. Motion Passed.

C. Contract with Beeline Charters & Tours to provide transportation for trip participants on the “History & Beauty of Seattle” Trip May 18-25, 2025 in an amount not to exceed \$18,650*

Muench made a motion to approve the contract; seconded by Scheidegger. Motion Passed.

D. Change Order #3 with Byrne & Jones to add asphalt projects in parks. Adding \$422,290 to the contract amount of \$196,399.35 for a new contract amount not to exceed \$618,689.35*

Zerr made a motion to approve the change order contract; seconded by Slattery. Motion Passed.

E. Contract with Integrated Facility Services (IFS) to complete the compressor/evaporator replacement on the HVAC unit at Memorial Hall in an amount not to exceed \$15,456*

Ryan made a motion to approve the contract; seconded by Zerr. Motion Passed.

F. Consideration for Approval the Third Amendment to the License Agreement with New Cingular Wireless PCS, LLC for the Wapelhorst Park Cell Tower*

Slattery made a motion to approve the license agreement; seconded by Muench. Motion Passed.

7. Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes June 19, 2024*

B. Parks & Recreation Board Closed Session Minutes, June 19, 2024**

Slattery made a motion to approve the meeting minutes (A); seconded by Glosier. The motion passed.

Ryan made a motion to approve the Closed Session Meeting Minutes (B); seconded by Mudrovic.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic - Yes, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Yes, Anna Shy – Absent, TJ Slattery - Yes, Anne Zerr – Yes. Motion passed.

8. Consent Agenda (Items to be received):

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

- A. Calendar
- B. Financial Worksheets and Project Report
- C. Accounts Receivable Report
- D. Financial Transactions from \$10,000 to \$15,000- None
- E. Oak Grove Cemetery Report

Muench made a motion to accept the consent agenda; Seconded by Slattery. The motion passed.

9. Items Removed from the Consent Agenda: None.

10. Presidents Announcements and Reminders:

Bichel thanked Anne Zerr for stepping up to serve as the Treasurer of the Board.

11. Directors Report:

A. Thank You's (As Available)

B. General Department Update

Britton asked if any Board members would like any apparel with the logo on it to contact her so she can place an order.

12. Board Member Announcements and Reminders:

Bichel asked about the Frenchtown Association possibly adopting the Frenchtown Park. Atkinson said to provide his information to the group to discuss.

13. Council Liaison Announcements and Reminders:

Zerr gave an example of our staff doing some one on one care during day camp. She was very impressed by the staff members.

Zerr asked about the water feature at Jaycee Park (water pressure). Staff said they are aware and are working with a contractor for possible solutions.

14. Park Board Liaisons Comments

A. Foundation Report: Will likely discuss accepting the Hawks Nest Park project as a possible Foundation project.

B. Legislative Report: None.

At 6:42 pm Ryan Made a Motion to go into Closed Session to discuss;

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 Mudrovic.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic - Yes, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Yes, Anna Shy – Absent, TJ Slattery - Yes, Anne Zerr – Yes. Motion passed.

At 6:30 pm Muench Made a Motion to come out of Closed Session. Seconded by Scheidegger.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic - Yes, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Yes, Anna Shy – Absent, TJ Slattery - Yes, Anne Zerr – Yes. Motion passed.

As there was no further business to discuss Slattery moved for **Adjournment** at 7:31 pm; Seconded by Zerr. The motion passed.

Meeting: July 17, 2024

Respectfully Submitted,


Sandy Bichel, President


Anna Shy, Secretary