

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
AUGUST 15, 2025
8:00 AM HARRISBURG PARK OFFICE**



- CALL TO ORDER:** President Doug Emery called the meeting to order at 8:00 a.m.
- ROLL CALL:** The following members of the Board of Commissioners were present: President Doug Emery, Vice President Raymond Gunning and Secretary/Treasurer Ron Emery. The following members of the Board of Commissioners were absent: None
Park Staff Present: Executive Director Blake Emery, Recreation Director Jill Marvel, and Maintenance Director TA Sullivan.
Park Staff Absent: Administrative Assistant Haley Sullivan
- PUBLIC COMMENTS:** Blake Emery announced that the Harrisburg Township Park District (HTPD) was accepting public comment by email or written submission up to the start of the meeting at 8:00 AM on August 15, 2025. There were no written comments received and there was no one from the public present on the teleconference call. There was no one from the public present in attendance.
- Visitors Present: None
- CONSENT AGENDA:** Ron Emery made the motion to accept the July 18, 2025 meeting minutes and seconded by Raymond Gunning. All in favor 3-0 per voice vote.
- Raymond Gunning made the motion to accept the 7/15/2025 to 8/11/2025 bills and the July 2025 Unaudited Financial Reports and seconded by Ron Emery. All in favor 3-0 per voice vote.
- CLOSED SESSION:** There was no motion to enter into Closed Session.
- UNFINISHED BUSINESS:**
- 2022 Bond Funds Blake Emery presented to the Board the list of remaining designated Bond Fund projects for 2022 Series Bonds. The current list of projects to finish out the 2022 Bond was discussed.
- 2025 Bond Funds Blake Emery presented to the Board the list of 2025 Bond Fund Projects. The list of projects was discussed with updates given. It was discussed and approved to put out for bid the fence work for the new ball field at Gaskins City.
- Pool Maintenance Blake Emery and TA Sullivan presented to the Board some ongoing maintenance issues being experienced at the Pool. The pump is currently being repaired and the tank recently had a repair made. Expenses were paid from the 2025 Bond Fund. Blake Emery, TA Sullivan and Ron Emery met with Rodney Potts from PSC Engineering to discuss having an Engineering Study performed at the pool. It was discussed to pursue the pool study in 3 phases; 1-concrete evaluation, 2-existing pool conditions, 3-potential new pool. Raymond Gunning made the motion to approve a phased approach to an Engineering Study and seconded by Doug Emery. All in favor 3-0 per voice vote.

NEW BUSINESS:

IAPD Updates

Blake Emery presented to the Board the current IAPD Legislative Updates on bid limits.

Budget FY2026

Blake Emery presented to the Board the Preliminary Revised Fiscal Year July 2025 to June 2026 Budget and Appropriation Ordinance. At the conclusion of the meeting the Preliminary Budget & Appropriation Ordinance will remain available at the park office and on its website for public inspection. The public hearing will be held on September 19, 2025 at 8:00 AM at the Harrisburg Township Park District Community Room for formal acceptance of the Budget and Appropriation Ordinance. At the time of the preparation of the Preliminary Budget the Saline County Tax Computation Report was not complete or available and estimates assumed by HTPD were used for budgeting. Once the final reports are received, HTPD will properly adjust the Preliminary Budget prior to approval of the Final Budget. Ron Emery made the motion to approve the Preliminary Revised Budget and Appropriation Ordinance and to have it remain available for public inspection and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Public Hearing

Blake Emery presented to the Board that a Public Hearing will be held prior to the September Board Meeting to allow for comments on the Budget and Appropriation Ordinance. All were ok with the date and time.

Bench Dedication

Blake Emery presented to the Board that a request has been made for a memorial plaque in remembrance of Nicholas Beaupre from his father Ron. He is asking that plaque be placed on an existing bench or a handmade memorial on a tree in the park. It was discussed that we don't want to open up the park for random memorial displays. There has been consideration to use the "Blue Star Memorial Highway" area as a memorial location. Raymond Gunning suggested the City has a memorial option for veterans or the library has public display locations on brick pavers. Gaskins City at the park also has brick paver options. Blake Emery will reach out to see if they are interested in any of these options.

Bishop Properties

Blake Emery presented to the Board three parcels to consider for purchase in Gaskins City (Parcel 06-2-224-01, Parcel 06-2-224-02, Parcel 06-2-224-07). All parcels are on Indiana St (adjacent to Field 4 and Field 5) and are owned by members of the Glen Bishop family. There is roughly 2.3 acres of property divided among 10 lots. Raymond Gunning made the motion to approve making an offer of \$1,000 per lot for all 10 lots with a maximum offer of \$1,500 per lot and seconded by Ron Emery. All in favor 3-0 per voice vote.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order 9:02 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, and TA Sullivan. Absent: Haley Sullivan

Updates on the SYSA Field Maintenance Plan were discussed. Blake Emery, TA Sullivan, and Jill Marvel met with SYSA to discuss the plan and revise some details.

IPRF Foundations Course – Blake Emery attended the course in Springfield on July 23. There will be future tasks to ensure we are staying OSHA compliant and recording/documenting trainings and incidents as needed.

There were no other old topics brought up for discussion by the committee.

Blake Emery distributed the current IPRF Newsletter.

There were no other new topics brought up for discussion by the committee.

Adjourn

The Committee Meeting was adjourned at 9:13 a.m.

DIRECTOR REPORT:

SYSA Meeting

Blake Emery, TA Sullivan, and Jill Marvel attended a meeting with SYSA to go over Field Maintenance duties.

IPRF

Blake Emery attended the IPRF Foundations Course on 7/23/25.

Egyptian Health

Blake Emery provided pictures of the No Smoking Signs in the park for Egyptian Health to use in a presentation at an upcoming conference.

Gaskins City

Blake Emery has been coordinating the New Field project at Gaskins City.

The Executive Director Report was placed on file. See attached report.

REPORTS

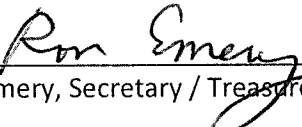
Jill Marvel presented the Recreation Report. TA Sullivan presented the Maintenance Report. The reports were placed on file. See attached reports.

ANNOUNCEMENTS

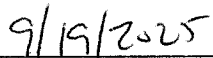
Blake Emery announced that the next regular board meeting is scheduled to be September 19, 2025 at 8:00 a.m. at the Park Office Community Room immediately following the Public Hearing. Public Hearing on September 19, 2025 at 8:00 AM at Harrisburg Park Office for the purpose of allowing public comment on the FY July 2025 to June 2026 Budget & Appropriation Ordinance.

ADJOURNMENT

Raymond Gunning moved to adjourn and seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:20 a.m.



Ron Emery, Secretary / Treasurer



Date Signed