MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 18, 2026
8:00 AM HARRISBURG PARK OFFICE
921 W. POPLAR ST.

CALL TO ORDER: President Doug Emery called the meeting to order at 8:02 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, Administrative Assistant Haley McPheron, Maintenance Director Ray Gould and Maintenance Foreman Jacob Mills.
Park Staff Absent: None

Visitors Present: TA 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 21, 2026. 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 with a comment.

CONSENT AGENDA: Raymond Gunning made the motion to accept the August 21, 2026 meeting minutes and seconded by Ron Emery. All in favor 3-0 per voice vote.

Ron Emery made the motion to accept the 8/18/2026 to 9/14/2026 bills and the August 2026 Unaudited Financial Reports and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

CLOSED SESSION: There was no motion to enter into Closed Session.

UNFINISHED BUSINESS:

2022/2025 Bond Funds: Blake Emery presented to the Board the list of 2022/2025 Bond Fund Projects. There was no discussion regarding any of the other bond projects.

Bishop Property: Blake Emery presented to the Board that he is still waiting on Lewis & Clark for a needed affidavit to complete the other two properties.

SYSA: Blake Emery presented to the Board that he and Jill Marvel met with SYSA representatives Greg McCulloch and Kaitlin Wilson on September 8 to discuss revisions to the Draft Affiliate Association Agreement. Another revised Draft is being worked on with SYSA based on comments from the meeting. Topics discussed included Termination of Agreement language, Maintenance Tasks, Financial requests, Projects, Sponsorships, Field Conditions, Fundraisers, and Heat Policy. Blake Emery provided a formal response to SYSA regarding each of these topics.

HHS/HMS Cages: Blake Emery presented to the Board that Alicyn Dowdy has still not responded to him. He recommends tabling this Agenda Item until it is brought back up by the softball team.

Raymond Gunning made the motion to Table this topic until any updates are available and seconded by Ron Emery. All in favor 3-0 per voice vote.

Tennis Courts

Blake Emery presented to the Board that he met with Ken Roberts of General Acrylics to discuss the option of 6 pickleball courts at the tennis court location and 1 tennis court at the current pickleball location. Ken Roberts felt this was a very well thought out plan and would be the best use of the spaces to meet the current needs for tennis and pickleball. Blake Emery presented some possible costs. Blake Emery recommended that the Park reach out to Keith Dismuke (Zero Gravity Tennis) and inform him of this possible plan. Blake Emery recommended at a future meeting to discuss funding options if desired to move forward with this plan.

NEW BUSINESS:

IAPD Updates

Blake Emery distributed to the Board a document containing the current IAPD Legislative Updates for their review.

Ordinance 2026-0918

Blake Emery presented to the Board Ordinance 2026-0918 Budget and Appropriation Ordinance and Certification of Estimate of Revenue. This Ordinance was discussed during the previously held Public Hearing prior to the September Regular Board Meeting. There was no further discussion. Raymond Gunning made the motion to approve Ordinance 2026-0918 Budget and Appropriation Ordinance and Certification of Estimate of Revenue and seconded by Ron Emery. All in favor 3-0 per voice vote. The Ordinance and Certification were signed and will be taken to the courthouse to be filed.

Pool Season

Blake Emery presented to the Board a recap of the 2026 Pool Season, including discussion on attendance and revenue/expenditures, the need to pursue previously discussed engineering study, and the need to develop an Agreement/Memo of Understanding with the BullFish Swim Team.

The average attendance for the season was 60 persons at open session. In June this number was 74 and in July it was 41. The overall losses at the pool are estimated to be around $18,000 for the calendar year. The average losses over the past 10 years are around $25,000 per year.

It was previously discussed to consider having an engineering study performed to look into what is the estimated lifespan remaining at the pool. This was put on hold to get through the current season and see what happens. In light of the upcoming OSHA Workplace Safety and Health Consultation, there could be several additional recommendations at the pool facility. It was also discussed about repairs vs new pool option. The Board is in favor or repairs at this time. Blake Emery asked permission to speak with other units of local government (School District, City, SIC) about possibly pursing a "Community Pool" through Intergovernmental Agreements. The Park Board was in favor of seeing what the other units of local government had to say regarding this topic.

In response to some instances of the swim team and/or parents having access to the pump house area and some misunderstandings in regards to swim meets and concessions, it is recommended that a Memo of Understanding agreement be developed and required for SwimTeam usage of the pool. This would also help protect the Park from a Risk Management / Safety / Liability standpoint. Having a document of this nature is common for Park Pools and Swim Teams.

PTELL / Saline County

Blake Emery presented to the Board that Saline County Board has placed Property Tax Extension Law Limit (PTELL) on the upcoming November Ballot. If passed, this could have a major impact on the Tax Levy process moving forward. Blake Emery distributed handouts explaining just what PTELL is. Blake Emery also presented a letter received from the Saline County Board where they are asking all taxing bodies to reduce their budget and levy by 10% for the upcoming fiscal year.

Blake Emery presented that a Saline County Board request for our separate, independent Park District to arbitrarily cut our budget and levy by 10% to be an unreasonable overreach into our independent local government. Harrisburg Township Park District is an independent unit of local government with its own elected board. This Park Board is directly accountable to the local voters for park operations, not the Saline County Board.

Harrisburg Township Park District is transparent with the public, posting Truth in Taxation documents (including annual Budget and Levy documents), holding opening meetings and public hearings, posting notices in local circulating newspapers, posting documents on our website and having them readily available at the Park Office. If they taxpayers want lower or higher funding for Park District operations, the proper avenue is directly through the Park Board through public budget and levy meetings or hearings or board elections – not an arbitrary request from an external County Board who does not understand the intricacies of running the Park District.

Currently, Saline County is not under the provision of PTELL (Property Tax Extension Limitation Law) – being a "tax cap county". In the upcoming November election, the Saline County Board has chosen to put this up for vote. If PTELL passes, it then restricts how much total property tax revenue increase a unit of local government can collect from year to year. Currently, property tax extension increases are limited to the lesser of 5% or the percentage increase in the Consumer Price Index (CPI) for the prior year if you fall under PTELL.

Harrisburg Township Park District has been fiscally responsible and not just used the maximum allowed 5% increase each year. The Park Board and Park District Executive Director work together to limit the budget increases as best as possible each year, while considering the overall needs of the Park District and the expectations of the community we serve.

If PTELL passes, the Park District will be limited to a levy increase of the lesser of 5% or the CPI each year. To put this in perspective: If the Park District reduces the current 2025 Levy by the requested 10%, and PTELL passes, it would take the Park District 4 years to get back to our current levy need from 2025. This would put our Park District in jeopardy of lagging behind the rapidly rising fixed costs and inflation that our economy is facing.

OSHA Documents

Blake Emery presented to the Board the following OSHA Required Documents: 1) Fire Prevention Plan (FPP), 2) Exposure Control Plan (ECP), and 3) Hazard Communication Program Section 3-15. Raymond Gunning made the motion to approve the Fire Prevention Plan (FPP), Exposure Control Plan (ECP), and Hazard Communication Program Section 3-15 and seconded by Doug Emery. All in favor 3-0 per voice vote. These documents were discussed more in the Risk Management and Loss Control Committee Meeting.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order at 9:25 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, Haley McPheron and Ray Gould. The following members were absent: None

Unfinished Business – OSHA Preparedness updates were discussed regarding Hazard Assessment Certification Forms, Safety Data Sheets (SDS), and the Workplace Safety and Health Consultation Program.

Blake Emery discussed the above approved Fire Prevention Plan (FPP), Exposure Control Plan (ECP), and Hazard Communication Program Section 3-15. All will be added to the Risk Management and Loss Control Manual for 2027.

Blake Emery discussed that he had a phone meeting with an IPRF representative on 9/1/2026. The summary letter for that meeting was handed out. It stated there were not recommendations from IPFR based on their review. There have been no claims reported to IPRF in the last 2 years and 3 total claims in the past 6 years. IRPF congratulated the Park on an excellent safety record.

No other items were discussed.

Adjourn

The Committee Meeting was adjourned at 9:32 a.m.

DIRECTOR REPORT:

SportsEngine

SportsEngine was bought out by PlayMetrics. Blake Emery is exploring all options moving forward regarding Sports Registrations and other Rental Registrations.

SYSA

Meeting on 9/8/2026 to discuss pending Affiliate Association Agreement.

OSHA

Blake Emery has worked on developing Hazard Assessments, Safety Data Sheets, and taking OSHA required Trainings.

Newspaper

Notices placed in the newspaper for 2027 Election Notice, Budget Public Hearing Notice

Training

IMRF Employer Access Webinar on 9/16/26

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

REPORTS

Jill Marvel presented the Recreation Report. Ray Gould 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 October 16, 2026 at 8:00 a.m. at the Park District Community Room.

ADJOURNMENT

Raymond Gunning moved to adjourn and seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:45 a.m.

Ron Emery

Ron Emery, Secretary / Treasurer

10/16/2026

Date Signed