



**Clark County Park District  
Regular Monthly Board Meeting  
September 16, 2021  
6:00 p.m.**

**1. Call To Order**

- a. Commissioner Richards called the meeting to order at 6:00 p.m.

**2. Roll Call**

- a. Commissioners in attendance were Jeff Trefz, Roy Sweet, Randy Blankenship, Jana Williamson, and John Richards. Also in attendance were Executive Director Jeff Tippett and Office Manager Danielle Brown.

**3. Pledge of Allegiance**

**4. Approval of Agenda**

- a. Blankenship motioned to approve the agenda with the changes of moving 11. Old Business to after Public Comment and before the Director's Report and striking items 12, 13, and 14. Sweet second. 5 ayes, 0 nays. Motion carried.

**5. Approval of Minutes**

- a. Public Hearing Minutes 8/19/21
- b. Regular Monthly Board Meeting Minutes 8/19/21
- c. Blankenship motioned to approve the Public Hearing Minutes dated 8/19/21 and the Regular Monthly Board Meeting Minutes dated 8/19/21. Williamson second. 5 ayes, 0 nays. Motion carried.

**6. Public Comment**

- a. Adam Ogle commented that he would like to comment on a letter that he received from the Director this evening. It was certified mail, almost \$8 in postage. This is not the kind of repertoire he wants to have with the park. It was very threatening and a lot of false in the letter. He is just going to read it and say some notes as he goes. "Mr. Ogle, Another complaint has been received by my office which you have entered park property on the parking lot at the Mountain Bike Trails and told potential patrons that they must leave whether it be dusk or dark." This is completely untrue, he has entered down there, he lives right next to there. This summer there has been an app where they have pretty much been this little van community of squatters who run around, and they squat for as long as they can and then move on. They have been parking down at the pavilion all summer. He has pictures on his phone all summer. He didn't have a problem with it until they had a party under the pavilion one night, were using the lights, had a fire, multiple tents, and an air mattress and his dogs woke him up at 3:30 in the morning going nuts. He gets up and there are headlights shining all over his garage. He goes out, drives down the road, and it is some kids on bicycles playing but the people have not talked to anyone at the park. Everyone of them, he goes up and he talks to them and he asks them what's up



and they go oh, blah, blah, blah, he asked if they have talked to anyone from the park and the ones who say they have not talked to Jeff, he tells them that they have a very nice campground on the other side of the park, that is where they need to go, it is just a safety concern with his family with these people coming off of the road, off of 70, out of state plates all of them, and they are pulling into the park and leaving and what is stopping them from taking stuff, my children in the yard, especially when we have a campground. And then the letter goes on to say, "Mr. Ogle, you are not security for the grounds or the bicycle trail, we have more than once, granted permission for overnight camping at the trail head or primitive camping on the other side of the street." The first thing I do when I notice them is go talk to them and if they are paying, I tell them good job and have a good time. It is just like a bunch of little rape vans coming down in the evening and parking down there and like he said, the last time was just about a month ago. He called and they sent maintenance down there and maintenance sure enough found them down there. They were parked in their van all night with their battery charger plugged in to the pavilion so that they could run the A/C all night. Maintenance did nothing but run them out. The letter goes on to say, "The trails at that point are open day and night and interference with the patrons will no longer be tolerated. If the Clark County Park District must address this issue again, law enforcement will be included in the process." So that is pretty much telling him that if he goes down there and talk to these people to find out if they have permission that they are going to call the law on me, he doesn't want the park to feel like he is down there harassing people, he is just trying not to get woke up in the middle of the night by a squatter. He doesn't think that this is a letter that should be delivered to him by priority certified mail and tell him that the cops are going to be called, he feels threatened and it feels like he is being bullied by the park. He lives there and he can't have the cops called on him. If he has the cops called on him and something happens, he will be banished from across the road for life. He just wants it to be brought to the Board that there are people with a little van community, there is an app directing them right off of 70, he has pictures on his phone of one of them hooked up to the water, the electric all summer and it is just getting worse and worse and instead of remedying the problem, he is being threatened. If you guys have any question, he can stay back with the pictures. He has a whole album of pictures and of plates, and just since the 3:30 incident, he has been taking more and more pictures. He knows that Josh Pickering and another guy were down there eating dinner the other night or two nights ago, he went down and talked to them as another van pulled in there. His girlfriend talked to them. They steer them to the park gates, he is not trying to run people off of the park. He just thinks that the park should know who is coming in



because if his kid or something comes up missing, that is his concern. He just doesn't want to be threatened.

## **7. Director's Reports**

- a. Tippet commented that they had some logs that were cut down and we ran them into West Union Sawmill. We received \$650 for them, \$.38 per board foot which is low, but we were just trying to get rid of some that we had out here. As they can see they reinstalled the cameras at the fuel dock, they are on his phone, they are on his computer, they are recording all of the time. They are pretty nice cameras. They are going to be putting them all across the park in a short amount of time. The motocross track has been started out at the OHV. They have already put some jumps in and some tabletops, they banked some of the corners down there, it is going to be nice. They actually have some riders who will be out there this weekend who are going to try it out and let them know what they think.
- b. Sweet commented that maybe one of these cameras can get put down there where the guy is having problems to which Tippet responded that there is one down there already. Sweet commented so you will be able to see that one at home to which Tippet responded that he can't see that one from home because they don't have any Wi-Fi or internet down there. They had to jump through a lot of hoops to get it here. Sweet clarified that it just records to which Tippet responded that it just records. It is down there because of all the trouble that they were having with the bathroom down there, that is mainly where it is at, but you can see most of the parking lot. If there is a problem at the trailhead with people parking down there that shouldn't be or loud music, call the park or call the sheriff and have them deal with it then there is no question, or he said she said. That is his point there.

## **8. Old Business**

- a. Discussion and Vote Forest Management Contract Proposal Award
  - i. Richards commented that they had two bids on our forestry project, one by Henderson Timber Company and one by another company. The Henderson bid was the highest.
  - ii. Richards motioned to accept the Henderson Timber Company bid in the amount of \$177,178.
  - iii. Blankenship clarified that they have already gained easements, and everything is fine and there won't be any trouble to which Tippet responded that they already have the easements.
  - iv. Trefz second. Trefz aye, Sweet no, Blankenship aye, Williamson aye, Richards aye. 4 ayes, Sweet no. Motion carried.
  - v. Bob Wagner commented that he has two copies of the contract, someone will sign both copies. He will take one of them back to the buyers, one of them is your copy. He also has a signed document from



the landowner that grants them access and he has a timber transportation form that will need to be signed. He also has their check in the amount of \$170,090.88 that is with the State of Illinois 4% taken out which that is paid quarterly. They will go ahead and pay the \$7,000 and that will go in, it has to be received by the end of October. That will be paid in Clark County Park District's name as well as their name. There will be 2 ways to check it.

- vi.** Blankenship commented so they have absolutely nothing else to do to which Wagner commented you have nothing to do. What they will do is, the contract with the landowner for easement did not specify, the buyer said that it was tied to the time of year, any crop damages. Two of the buyers who looked at it weren't able to come to some type of agreement with whoever they were talking to. Once they get ready to move in, they will contact him and say they are going to move in let's say Monday of next week. Then he will get ahold of Tippet. Usually, if he is not busy, they day they move in and setting stuff up. As close as this is to where he lives, he will be in there 2-5 days a week. He won't be there all day, he will just pop in and look around and usually talk to the guy using the cut off saw. If they are here 2 weeks, he will be here 5-8 times. He will monitor everything they day. Blankenship clarified that he will make sure that they won't leave any tracks to which Wagner responded that part of the contract is to back blade everything so it will be in good condition for ATV trails or hiking trails. He monitors to make sure that nothing is left across the lines and stuff like that. Blankenship clarified that they are going to cut the tops down to which Wagner responded that if there are two trees adjacent to each other, they will push the tops up. The only thing that they said they wouldn't do that you had in there is it states that tops will be drug up for firewood. if it is a light slop, they can do that, but some of that steep stuff it is more than what they can do. He said that there will be more than enough firewood than you may realize. Tippet has his number, and he doesn't know if anyone else does, at any time if you have any questions, please feel free to give him a call. These guys, most of the buyers, if you want to go out and watch them, as long as you don't hinder their process, the are happy for you to do that. If you have never seen it, it is a pretty interesting process. He still enjoys going out and watch them doing that. If you have any questions, call.
- b.** Discussion and Vote York Township Park Invoices that are Requested Paid

  - i.** Tippet commented that Karen Young called him, and they talked about this at Lake Management, and she called him the next day and they spoke about this again if the park could help the West Union park with these bills. Two of those bills for sure are on account, they are on credit,



they haven't paid for them, they would be made out just to the company. The one to Steve Atwood is what he spent on hardware to fix whatever it was he was fixing. He told her that they probably wouldn't be able to help with that one, we can't reimburse money, since these are on account and haven't been paid, the Board might be willing to pay the other two tickets. One in the amount of \$577.44 to Livewire Electric and the other one for \$231.11 to the Ye Olde Glass Shop.

- ii. Blankenship asked if that is something that has to be a joint venture where they pay part of it and we pay part of it to which Tippet responded no, we can pay it all. Blankenship clarified that they have the money set aside for it to which Tippet responded yes.
- iii. Richards asked minus the mower, how much money would be in there to which Tippet responded that the mower didn't cost, we gave them the mower. Blankenship commented but it is the value, was it a \$3,000 lawnmower to which Tippet responded yeah, probably. Richards commented that they had set aside what \$5,000 to which Blankenship commented so we are well within our limit to which Tippet responded yes.
- iv. Blankenship motioned to pay the bill to Livewire Electric for \$577.44 and Ye Olde Glass Shoppe in the amount of \$231.11.
- v. Sweet commented that he had a question. Is Steve Atwood tied up with those other bills, too to which Tippet responded yes.
- vi. Richards commented that this has been vetted through policy and this is okay to do to which Tippet responded yes because we are issuing the check to the vendor and not to the person.
- vii. Trefz commented about the labor part on the Livewire, that is okay to pay to which Tippet responded yes. That is like paying for the parts for them. So, they say we want to fix this, and these are the parts we need, can you help us, then yes, we will buy these parts for you. Like we did for the scoreboard, they said this is the scoreboard that we want, and we want to put it here and here, so we paid for the scoreboard. Richards commented that what Trefz is asking is if the labor needs to be broken out of it to which Blankenship commented to him, the way it was written up, it would've been fine. Tippet commented that he doesn't know the answer to that. Trefz commented that he is good with it, he was just asking a question. Tippet commented that it was a part of the service contract or the service that they do. Richards commented that it would have to be check through policy, but it is a good question.
- viii. Richards second. Sweet abstain, Blankenship aye, Williamson aye, Richards aye, Trefz aye. 4 ayes, Sweet abstained.

## **9. Financials – Discussion of August 2021 Financials**



- a. Brown commented that August had a gross profit of \$78,601.27 the total expenses for August was \$73,003.38. The total amount in our bank account as of 8/31/21 is \$1,259,172.31. The total AP is \$22,062.61. Moving on to the balance sheet, the remaining AR as of 8/31/21, \$121.94. The total advance reservations or deposits yet to be applied, \$38,585.56. Profit and loss for August, she mostly wanted to point out the net income on the last page at the bottom, the net income for August was \$6,308.89 in comparison to 2020 where our net income was \$14,600, we are down \$8,200, as compared to 2019 where our net income was \$2,545, we are above that by \$3,700. The biggest difference between this year and last were our expenses. Our expenses are about \$9,500 more this year than last year, that is mostly to do with maintenance expense and capital outlay. Moving on to April to August year to date, mostly we are pretty much ahead as compared to last year. In a lot of our line items, a couple of the areas that we are down are boat rentals, which again we had a lot of boats being worked on this season, erosion control, we are down a little bit there, boat fees were down. Moving on through the next few pages, the only thing she wanted to go over is their net. The net income which would be on page 4 for you, our net income is \$289,741.77 so far this year as of the end of August, compared to 2020 at \$238,127.38, and compared to 2019 our net income was \$272,166.28. We are ahead of last year by \$51,000 and ahead of 2019 by \$17,000. Moving on to Profit and Loss, Budget vs. Actual, at this point and time in the year, our seasonal line items we would like to see that percentage in the 72-86% and the annual line items 42-50%. As you can see, we have pretty much met that or surpassed it. A couple of the line items we are a little short of are our fishing licenses, we are only at 53.5%. Moving on to the next page, grants, obviously, we haven't received any income for our grants this year. We are expecting to receive checks for those in September, but we haven't been given a date for that yet. The horse trail riding fees were down, we are at 12% and miscellaneous income we are at 7%, but again, we budgeted for the timber sale so you will see that jump up once this check has been entered in. Recreational events are at 69%, we didn't have a lot of special events going on. We did have a couple of breakfasts, however there wasn't a lot of attendance at those. Shelters fees are at 78% and OHV decals are at 123% in income, however in the expense area we are at 111.5%. This was previously discussed with our Treasurer, we went ahead and purchased our stickers, we sold more stickers than we originally expected so that will need to be adjusted. Another area that we are going to have to adjust is in resale concession stand, we are at 162% of the budgeted line item. Again, going down a little bit further, we are going to have to adjust that in the budget as well. We budgeted \$50 and we spent \$60 to put first aid kits on all of our boats, all of them came up missing somehow. Moving on down, hotel tax expense, that one fluctuates, if you look back at the income, that was higher



than we originally anticipated as well, so along with that the hotel tax expense will be higher, too. Maintenance Expense, a couple of line items that they are going to have to look at adjusting. Maintenance Equipment, we are at 67.6% right now, like she said the boats were down and we have had to spend a lot of money repairing equipment this year. Maintenance Grounds, we are at 26.5%, we feel we might need to increase that as well come October, we put in chip and seal in the campground, we put in replacement for the fence, so we may be a little close in that line item. Pest Control, we discussed this in the previous meeting, we will have to adjust that as well to get us through the remainder of the year. Otherwise, salaries and all other expense line items look great. Sale of fixed assets, that is up. We sold some wood from the docks, we had some scrap metal and wire that we sold as well that went into the sale of fixed assets. So, of right now, our net income of \$296,048.01 as compared to the budget of negative \$217,791.80. Moving on to the AP Aging Summary, a couple of line items that we do not typically see, Bulldog Diving which you know is for the review of the valve down at the dam, Greg Littlejohn, this is a reimbursement for trails expense, The Trophy Shop was trails awards, and the VFW program is a little business card add that we put in with them giving us a total of \$22,062.16. Moving on to AR, the AR balance at the time of the reports was \$2,254.98. Since then, we have collected the AR and she believes that as of yesterday, we only had two people who owed, they are both coming in on Friday to pay and she believes the total for them is \$305.00. We will have no AR as of tomorrow.

#### **10. Payment of Bills – Discussion and Vote**

- a. Blankenship motioned to pay the bills in the amount of \$22,062.61. Sweet second. Blankenship aye, Williamson aye, Richards aye, Trefz aye, Sweet aye. 5 ayes, 0 nays. Motion carried.

#### **11. New Business**

- a. Discussion and Vote Boat Launch Concrete Replacement Award per OSLAD
  - i. Tippet commented that they had three bids received. He will read them to them in no specific order. The first one is from Haenig Construction in the amount of \$569,500. Blankenship asked if that was for everything to which Tippet responded that was everything that we specked except the demolition.
  - ii. Tippet continued with the second bid from Feutz Contracting in the amount of \$385,708. The last one was Woltman Construction in the amount of \$474,500. The lowest bid for this was Feutz Contracting, then Woltman, then Haenig.
  - iii. Sweet commented then if you add the \$82,000 that has to go towards the stone and the removal of the concrete so that would be \$467,702, as far as he knows that's the whole package right to which Tippet responded as far as he knows, yes.



- iv. Blankenship asked how much is in the grant for that to which Tippett responded that they will be over \$53,000 in that area. Things have risen, even since they just put out for the bids. Blankenship asked how long the bids are good for to which Tippett responded that the lowest bid is only good for 5 days. On top of that the steel that we would need for it, the rebar, the screening, caisson steel and everything, he has to get it and he is thinking it is going to be 2 months. It comes in in pieces, dribbles, and drags. We have over a year he believes to complete it.
- v. Blankenship asked if it is anywhere in the contract that says if they can't complete it in the amount of time that we have, they are out. Tippett commented that he put a time limit in there, but he doesn't know that he is going to be able to hold to it. He doesn't know exactly when our OSLAD contract is due. He knows that they are already to start the demolition it and take out half the boat ramp and they will just park on the other half and use that. He would then get with whomever they decide to start the work, how it is going to happen and when it is going to happen.
- vi. Blankenship asked where this place is out of to which Tippett responded this guy is out of Champaign. Sweet commented that it is Feutz, they have a satellite in Paris also. They did a lot of work with them over the years, and they are very reputable. Blankenship commented that they are very reasonable too. Trefz commented that they do a lot of work around.
- vii. Richards asked if that materials issue is going to be the same with all of the contractors to which Tippett responded this is pretty much the contractor, most everything else we are doing, and Dallas Richardson will do the demo and he has quoted him \$52,000 plus the stone which he is guessing will be \$38,700. The lumber prices went down some so they bought all of the lumber to put the deck in and put our pit thing in and next we will be working on our chutes and get those put in. We have to keep the cost down, if it is on sale or at a good price, now would be the time.
- viii. Blankenship commented that he doesn't think this is a good price, but it is a good price. It's a lot of money but it has needed it for so long it is just unbelievable.
- ix. Richards asked with the timeframe that they have to work with, will they be able to complete this by spring to which Tippett responded that he believes so. The only thing that could possibly hold us up is the steel in which case he will have them do half and if they can't get it done before spring, he will have them hold off until next fall and then do the other half, that would be one thought.





- x. Blankenship commented that he thinks that they will run out of time if they do, unless you can get an extension with the grant. They didn't give us seed money for quite a while, one of the questions is does it start with the seed money or does it start when the awarded the grant. We haven't gotten an answer for that and we also haven't gotten an answer for COVID status increase.
  - xi. Sweet commented that they are in this chest deep already.
  - xii. Sweet motioned to approve the bid from Feutz Contracting in the amount of \$385,708. Blankenship second. Williamson aye, Richards aye, Trefz aye, Sweet aye, Blankenship aye. 5 ayes, 0 nays. Motion carried.
  - xiii. Sweet asked if they now need to move on the County Highway portion of it to which Tippett responded that he just talked to Richardson last week. He told them that they can't do it until they get everything passed and we know when he is ready.
  - xiv. Blankenship asked if they should talk to Feutz and see when he wants it done by to which Tippett responded that he doesn't know the name of the gentleman that was here, but he knew Richardson, so he will get them in contact as well. Blankenship commented that it might be better to have it torn up less if that guy says he needs it torn up in a week or the 3<sup>rd</sup> of next month, Richardson knows when he needs to start. Tippett commented that he will try to coordinate it.
- b. Discussion and Vote Missing Children's Policy
- i. Tippett commented that they don't actually have a missing children's policy, so they came up with one. Not only would he like the Board to adopt this policy, he will then teach all of our employees, camp host included how to react if this should happen, God forbid. We need something in writing.
  - ii. Blankenship motioned to accept the Missing Children's Policy. Trefz second. 5 ayes, 0 nays. Motion carried.
- c. Discussion and Vote Cluster Dock Policy
- i. Richards commented that it is presented here. On the cluster dock, are they anticipating on having single slips or double wide slips to which Tippett responded that he doesn't know, it will depend on how much room they have. What makes him want to put something on paper and into effect is because they are going to do a modular design so eventually, they are going to have to redo the cluster dock policy, but they should have something to start with. They spoke about this at length at Lake Management.
  - ii. Richards commented that B and C, you can put two jet ski lifts comfortably in a single slip dock. If you had two of those in a single slip, then that would throw off your number of 8 total slips and so he isn't



sure how to word that. It would be somewhat different or should we go ahead with this and adjust it later. Tippet commented that they could do that because they are already being asked for docks, not cluster, but singles. Richards commented that the singles wouldn't abide by this to which Tippet responded no they wouldn't, but he feels that the cluster docks are going to be right behind them. He is agreeance that the 2 jet skis would fit in one slip. They will have to change it.

- iii. Williamson commented and only one second story, could there be anything else attached to the top? Richards commented that he would strike C out of that. If you have 8 slips, then theoretically you could put 16 jet skis in there, it would be the same thing. Williamson commented that she thought that they could only put 1 jet ski per slip to which Richards responded that two will fit in there. Tippet commented that they charge twice for that to which Richards responded oh absolutely. Each See Doo port is charged as \$350.00 for each of them. You can fit 2 of those into a boat slip. If you do that and someone ends up putting a couple of jet skis in one and a boat in one, then you are going to run out of your 8 pretty quick. Tippet commented that when they stop at slip, and he has as he has described in B, you just put 2 jet ski slips. Blankenship commented but you are still going to charge for 2 jet ski slips, right to which Tippet responded yes. Blankenship commented then it is obvious. So, if you are going to get \$600 out of a jet ski site and only \$300 out of a boat site, we would hope that they would have more jet skis. Williamson commented that they charge the same amount for either or.
- iv. Tippet suggested how about any floating jet ski lift would be a slip, if they can fit 2 in there then put 2 in there and it will be fine. Blankenship commented that makes sense if it is a 2 part.
- v. Williamson asked if they can actually get 2 lifting stations in one slip to which Richards responded that they are ports. They are plastic things that you can drive up on and you can fit 2 comfortable in a boat slip width. Are we talking that we are going to have 8, 10-foot-wide slips to which Tippet responded yes. Richards commented that they can strike C and then they can put 2 see doo ports in there and charge twice. Then again, it says one watercraft per slip in here and that is contradictory as well.
- vi. Blankenship suggested changing it to say one boat in there to which Richards suggested one boat or two see doo's. One boat or two personal watercraft per slip. We can strike C with one boat or 2 PWC per slip.
- vii. Richards motioned to approve the cluster dock lease policy with the striking of item C and the amendment to line-item B to read the



maximum amount of watercraft slips per cluster dock is 8, with only one boat or two personal watercraft per slip. Trefz second. 5 ayes, 0 nays. Motion carried.

## **12. Committee Reports**

- a. Campers - 9/02/21
  - i. Trefz reported that they met, and they talked about winter storage, the letters that went out to campers in A section going out tomorrow. They also talked about the one side of the dump station being down.
- b. Lake Management – 09/09/21
  - i. Richards commented that they met and talked mostly about the silt pond and the acquisition of that land.
  - ii. Finance/Master Plan
    1. None
  - iii. Policy/Community Parks – 9/9/21
    1. Williamson commented that policy met, and they discussed the Missing Children’s Policy that they approved tonight and the Cluster Dock Policy that they approved tonight. They completed running through the rest of the policy that they have, and they will be forwarded to the Board to be approved. Then Tippet just said this evening that they have been contacted tonight by PDRMA to which Tippet responded yes. We have a whole new platform for doing our own, you name it, every cabin, there is a 44-page document that goes with it for just about everything in this park, so we are going to be tied up for some time getting that done.
    2. Williamson commented that at Community Parks they discussed the bills that Karen Young submitted for West York and that is where they are at.
  - iv. Trails – 9/2/21
    1. Trefz commented that Towles came and talked about renovating a shed over there. Blankenship commented that he is wanting to build a topless or maybe topped because of the drones changing station. There really is not any moving parts, no windows, no doors, just stationary. It would be a lot less to vandalize, be able to see more because it wouldn’t reach the ground, so they can see if someone is in there. He said about \$800. Trefz added they also gave an update on the races that they had. Blankenship added that they were going to do something else, sometime. Brown commented that October 2 is their last race.

## **13. Adjourn**

- a. Blankenship motioned to adjourn. Trefz second. 5 ayes, 0 nays. Motion Carried.



b. Meeting was adjourned at 6:50 p.m.