

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

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

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

**Staff** Maralee Britton – Director, Chris Atkinson- Assistant Director, Don Borgmeyer - Enterprise Superintendent, Adi Naumann - Recreation Coordinator

**Others**

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

4. **Staff Reports/Presentations:**

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

A. **Change order #1 to contract with Vandalia Bus Lines adding \$10,478 for additional trips in 2021 to original contract amount of \$32,599.25. New contract amount will be \$43,077.25\***

Smith made a motion to approve the Change Order; seconded by Mudrovic which then passed.

B. **Contract with JB Exteriors for the completion of the Cemetery Office and Maintenance Shop Roof Replacement Project in an amount not to exceed \$25,063.50\***

Smith made a motion to approve the Contract; seconded by Mudrovic which then passed.

C. **Contract with First Student Inc. to provide transportation services for Summer Fun Day Camp participants in 2021 in an amount not to exceed \$20,052.00\***

Peluchette made a motion to approve the Contract; seconded by Smith which then passed.

D. **Consideration of Revisions to the Athletic Field Policy\***

Childress made a motion to approve the revised policy; seconded by Smith which then passed.

E. **Consideration of Uncollected Debt Write Off for 2019 and 2020\***

Harmon made a motion to approve the Debt Write Off; seconded by Childress which then passed.

**F. Consideration of Revisions to the Hours of Park Operations\***

Smith made a motion to approve the revised Hours of Park Operations; seconded by Peluchette which then passed.

**6. Meeting Minutes:**

**A. Parks & Recreation Board Meeting minutes February 17, 2021\***

**B. Parks & Recreation Board Work Session Meeting Minutes March 3, 2021\***

Harmon made a motion to approve the meeting minutes; seconded by Childress which then passed.

**C. Parks and Recreation Board Closed Session Meeting Minutes March 3, 2021, Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)\*\*\***

Smith made a motion to approve the Closed Session Minutes; seconded by Mudrovic.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Yes, Mike Hannegan - Absent, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Absent, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

**7. 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

Smith made a motion to approve the consent agenda; Seconded by Mudrovic which then passed.

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

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

10. **Directors Report:**

A. **Thank You's (As Available)**

B. **General Department Update**

Britton reminded the Board about the upcoming Master Plan Open House for the 100 Acre Park Property that will take place on Thursday March 11th from 5:00 - 7:00 pm.

Due to Ranger staffing shortages and possible staffing issues with partner agencies the COPS Camp has been cancelled for 2021.

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

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

Council Member Mitchell informed the Board that Scout Troop 351 repainted all the green picnic tables under the pavilions in Wapelhorst Park.

13. **Park Board Liaisons Comments**

A. **Foundation Report:** None.

B. **Legislative Report:** None.

As there was no further business to discuss Childress moved for **Adjournment** at 6:31 pm; Seconded by Peluchette which then passed.

Meeting: March 17, 2021

Respectfully Submitted,

A handwritten signature in blue ink that reads "MS Ryan" with a horizontal line underneath.

Mike Ryan - President

A handwritten signature in black ink that reads "Denise Childress" with a horizontal line underneath.

Denise Childress - Secretary