



**Clark County Park District  
Regular Monthly Board Meeting  
May 21, 2020  
6:00 p.m.**

- 1. Call To Order**
  - a. Commissioner Richards called the meeting to order at 6:00p.m.
- 2. Roll Call**
  - a. Commissioners in attendance were Jana Williamson, Randy Blankenship, Jeff Trefz, Jeff Wallace, and John Richards. Also in attendance were Executive Director Jeff Tippett, Office Manager Danielle Brown, and Maintenance Supervisor Deke Haws.
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
  - a. Richards motioned to switch item number 6 and item number 7 and allow the director's report before public comment. Blankenship second. 5 ayes, 0 nays. Motion carried.
- 5. Approval of Minutes**
  - a. Regular Monthly Board Meeting Minutes 3/19/20
    - i. Wallace motioned to approve the Regular Board Meeting Minutes dated 3/19/20. Blankenship second. 5 ayes, 0 nays. Motion carried.
  - b. Special Board Meeting Minutes 4/8/20
    - i. Blankenship motioned to approve the Special Board Meeting Minutes dated 4/8/20. Trefz second. 5 ayes, 0 nays. Motion carried.
  - c. Special Board Meeting Minutes 4/27/20
    - i. Wallace motioned to approve the Special Board Meeting Minutes dated 4/27/20. Blankenship second. 5 ayes, 0 nays. Motion carried.
- 6. Director's Report**
  - a. Tippett stated that we had a new septic system installed at the Wilderness Cabin in preparation for the cabin we will be building there. It has been approved and finished and given the blessing from the Clark County Health Department. All of our new docks are in place throughout the lake, they finished them today. All of our concrete pads are in place. They really look nice.
  - b. He contacted PDRMA concerning some outstanding claims that we had in contract from 05/06/17 and 02/14/19, they had a hold back depreciation on the claim. As soon as we finished the docks, he sent them copies of everything that is finished, they paid us out to the tune of \$38,000 almost \$39,000 that we received today.
  - c. They resupplied the security garage where they took that out.
  - d. The water has been put on and pressurized. They have a few days so they are going to lay in a couple of more hydrants for some of these folks, either move



them to the back or get them a hydrant that is closer so they aren't laying out so much hose. They can turn the water on at any time.

- e. Gatehouse has been open as you can see until 6 this evening. It is open on a part time basis until we are in Phase 3 when we would be able to keep it open full time.
- f. The OSLAD contract was received, sent it back to them, now we are waiting for the Manager for the IDNR to sign it and approve it. As it turns out, IDNR has been working two days a week for the past 2 weeks so they can get the OSLAD grants done. He knows that there is some skepticism as to whether to go ahead and proceed with this grant and this is why he has brought it to the Board, they have done a plan on it. This is a two year grant so what they are hoping is they will leave it in the appropriation for this year. They will do one half of the boat ramp this year and one half of the force labor and we watch our "p's and q's" watch our money and do the other half next spring or if we have an exceptional summer we can go ahead and finish this in the fall. We aren't going to just jump into it, we realize there have been some setbacks here and we want you to know that we have set up a plan for this. We know what we are going to do and we know how we are going to do it and how we are going to save some money on it. As soon as it goes out to bid, you will see. We are going to grind the stone instead of hauling it out. We are going to grind the stone, put it back in, and repack it, that will save us about \$20,000 right there, we know that.
- g. Governor Pritzker is going to allow us to move to Phase 3 starting the 29<sup>th</sup> of May. He checked with PDRMA, they are good with it as long as the Governor is good with it. They are willing to go along with it, they sent pamphlets about cleaning things and how to proceed with opening up to help us along. That's where we are with it right now.

## **7. Public Comment**

- a. Justin Camp stated that Kent Waltz could not make it tonight, but he has asked him to ask a question on his behalf. He doesn't know their plan for the vote this evening, whether or not you will be opening the park for camping this weekend, but his question is this. If the governor's order gets repealed tomorrow, will you need to vote tonight in favor of opening for this Friday?
- b. Blankenship commented that was something that he was going to ask about tonight. Richards commented that he believes the last vote that they took was if it was found to be invalid that we could open up immediately thereafter. Camp commented that he thinks that Waltz was under the impression that if it was found invalid that they would have to have another Special Board Meeting to open the park. That is why he was curious as to whether there would be a vote tonight if he did repeal that if you would just be able to open. Richards commented that he believes that is how they left it last time, that if something happened between the last meeting and this meeting that we would open. If



that does happen, he still thinks that we would have to get the ok from our insurance company. As of now, he thinks that they are moving forward as if it is going to be the 29<sup>th</sup>, which he knows is not ideal, but it is better than what it could be. Tippet commented that they cannot open this weekend at all to which Camp clarified unless it was repealed and okayed by the insurance company. Tippet responded that they would have to go right to our attorney and right to our insurance to stand by, because obviously there would be an appeal to that. Camp commented that it has been shot back down to the lower courts to which Lisa Thomas stated that she had not heard that and asked to defer her public comment until she has had a chance to do a little research.

- c. Richards commented that he doesn't want to give them false hope that if it is repealed that we are going to have everything ready to go and it will be business as usual on Friday. He doesn't know that, logistically, Tippet will be able to get everything up and running in that amount of time. Tippet clarified do they mean tomorrow to which the response was yes. Tippet stated no, they would need an easy few days to get things ready. Camp clarified so even if it is repealed, there is no chance that you would be able to open this weekend to which Tippet responded no.
- d. Thomas commented that she cannot confirm that it has been shot back down to the lower courts just yet, but she can confirm that there is a hearing at 10 in the morning for a temporary restraining order for another individual that represents all citizens of the state against the executive orders, someone stated against the governor, to which Thomas commented she wouldn't say it was against the governor, it was actually filed against the Department of Health. If that is issued, is that something the Board would consider going ahead and opening because it basically stays the executive order until the final decision. Richards commented, again, that is a logistic question as to whether we would be able to open in that amount of time. Potentially we would be able to open it up some time next week, but he thinks that the real question is whether they are going to be able to go camping over Memorial Day and he doesn't think that is going to happen. Potentially one day next week if we got the go ahead from insurance and the guys were able to open up the park, that is a possibility, but he doesn't see anything being able to happen prior to that. Thomas stated that she really wasn't expecting an answer, she just wanted them to know what she knew was going on so far. Richards stated that they are all on board to get it open as soon as possible, it is just a matter of what they can do.

## **8. Discussion of Financials**

- a. Brown commented on page 61, that is where their financials are going to start. Their April finance report, overall the gross profit for April was \$92,006.55. Total expenses were \$46,543.89. The total balances in all of the accounts is \$860,572.49. Total amount of bills that they are asking to be approved for



payment is \$55,097.96. Page 63 is the balance sheet, the total AR as of the end of April is \$9,874.39. Total advanced reservations or deposits that are yet to be applied, \$86,150.62. Page 65 starts the Profit and Loss for April, it gives you a nice breakdown of the income and expenses throughout the month. Again the next income of \$45,462.66 at the end of April. The big one that she knows that everyone is wondering, how much have we lost this year so far. So the profit and loss 2020 last year comparison, if you look on page 70, overall in net, we are down \$170,000, obviously mostly in the camping and boating area. We have credited back to the seasonal campers, those of them who have already paid in full, and did not charge for April or May for the other campers. We will see that come back of course once the campground is open. We are going to see a little bit of a loss, but she truly thinks that they are going to earn a lot of that back. Wallace clarified that number does not include the almost \$40,000 that Tippet talked about so that would bring that number to \$130,000, is that right to which Brown responded yes, she has not entered that yet. Profit and loss budget vs. actual, obviously the budget that they are going to ask them to put in effect today is not in this, this looking at last fiscal year so we can get the overall ending balance for that. If you look through our income, we made 88% of what we originally budgeted for our gross income. Overall in our expenses, we spent about 82% of what we originally budgeted to spend, we also want the Board to keep in mind that there were some items that we had to purchase in this budget that were originally were budgeted last budget, but we were not able to as we weren't here. She knows that they will go over that more at the next finance meeting when they can actually review the current budget that they are in. Overall, they ended the budget at a positive \$82,074.61, when we originally budgeted \$5,751.05. Moving on to accounts payable, just a couple of items that you are not use to seeing. M&K Excavation and Contracting for \$8,600, that is for the repair of the holding tank and also the septic for the Wilderness Cabin. Quality Lime is rock for the cabin parking and the trail down to the docks. Strohm Newspaper is higher than typical as we put in an ad for the housekeeping services contract. Woodland Docks, that is the second and final payment for \$41,662. Moving on to A/R, page 80. Total A/R is \$49,007.26, of that \$41,000 is camping, obviously once we open up that is going to drop dramatically, the majority if not all of them are seasonal. There is about \$7,900 of that which is rental docks. We have actually collected a decent amount of that within the last few days as well.

- b. Wallace asked if there is anything we are going to do on the finance side for the people who have not been able to camp, seasonals, is this going to require Board approval as far as are we going to credit them? Tippet responded that we have already credited most of them. Most of the folks, there have been a few refunds, but we have been keeping up with it as it goes along.



## 9. Payment of Bills

- a. Wallace asked if Tippet had heard anymore from Bolin about the bill he was disputing to which Tippet responded not yet.
- b. Wallace motioned to approve the payment of bills in the amount of \$55,097.96. Williamson second. Blankenship aye, Trefz aye, Wallace aye, Richards aye, Williamson aye. 0 nays. Motion carried.

## 10. Old Business

- a. Discussion and Vote 2020-2021 Ordinance and Appropriation
  - i. Blankenship clarified that this does not take into account that we have been out for the past two months to which Brown responded that is correct. It has not been adjusted, this is the exact same appropriation that the Board discussed and reviewed back in February.
  - ii. Wallace motioned to approve Ordinance number 05-21-20/52/120, The Budget and Appropriation Ordinance. Richards second. Trefz aye, Wallace aye, Richards aye, Williamson aye, Blankenship aye. 0 nays. Motion carried.
- b. Discussion and Vote COVID-19 Status
  - i. Tippet asked to open the campground and cabins on the 29<sup>th</sup>, the same day that that it goes into effect. Richards asked if he will be drafting some sort of a guidelines documents. Tippet stated that they have already posted in numerous place, he thinks that they have 12 CDC signs up as far as what to do to follow CDC rules, they will hand outs and flyers for every camper and patron that comes in the door, he put on extra people for cleaning and he is going to ask the patrons to help with cleaning, just clean the best that you can.
  - ii. Richards commented and we are going to keep gatherings under the 10 and under limit. Tippet stated that he spoke with security today and once we start, if he see a gathering of more than 10, he is going to ask them to disperse, break into smaller groups or whatever, just follow the guidelines.
  - iii. Blankenship asked what is the recourse to which Tippet responded that we don't have a recourse. That would be called a sheriff, that would be his recourse. Richards commented that it would be more of a good faith effort and not cause problems in the park. Wallace commented that it is more our insurance, and we don't want to cause no bad faith with them.
  - iv. Wallace motioned to open up the park officially on May 29<sup>th</sup> to camping, boating, to all activities as long as they adhere to the Governor's Phase 3 guidelines. Trefz second. 5 ayes, 0 nays. Motion carried.
  - v. Blankenship commented that if this thing blows up tomorrow and they cancel his executive orders he would say as soon as possible. WE already have that in play, right? Richards commented that he doesn't know if



what they just did supersedes that or not, it probably does. Blankenship said he doesn't know either but he would like that.

- vi. Wallace commented that he thinks, or at least what he heard today is that Lincoln Trail is opening up on May 29<sup>th</sup>. Richards commented that they are with a more restrictive set of guidelines that is required from the CDC and that. Namely he thinks that they are trying to keep family units in each campsite separate and not have a whole lot of co-mingling going on or something like that. He doesn't see that needing to be a necessity here as long as they keep their gatherings to less than 10.
- vii. Blankenship motioned that if they cancel the executive order that we open as soon as we can according to CDC and Illinois Phase 3 Guidelines.
- viii. Wallace commented that he wants to get this thing opened up as soon as possible. Listening to what Tippett has to say, it is going to be difficult to get it open before Monday and he wants everybody to have good communication that it is going to open up Monday. He doesn't really know what the difference is between the CDC and the Phase 3 Guidelines.
- ix. Tippett commented that he couldn't get it open on Monday even if he wanted to. We are off the weekend and Monday. It would be Tuesday before we could even get started.
- x. Ricahrds stated that the 29<sup>th</sup> is next Friday. Blankenship commented then let's just leave Jeff's motion and let mine die.
- xi. Motion died.
- xii. Trefz commented that if we leave it, then it is all planned.
- xiii. Wallace commented that PDRMA was telling them, let's just say that we wanted to open up on the 27<sup>th</sup>, he is assuming that they would have said we had to wait until the 29<sup>th</sup> to which Tippett responded, yes, until Phase 3. Wallace commented that his concern is that if we went ahead with whatever is going on at the state level, if the governor lost, it would all probably just get appealed, he doesn't know.
- xiv. Richards commented that right now we are on a hard date of the 29<sup>th</sup> unless something happens to back that date up, which could happen. He thinks that is probably the safest thing to make sure that the park is opened effectively and that everything is cleaned and ready to go. And that we are doing it in a not hastily fashion. We all have a firm target date that probably suits everybody that leaving it up in the air. The more we are able to control that we can better have everyone to arrive. What time does the gatehouse open to start letting these people arrive to which Tippett responded 5:30a.m.

## **11. New Business**

- a. Discussion and Vote Selling of Orva pontoon boat and the work pontoon boat



- i. Tippet commented that we have an Orva I and an Orva II boat. The Orva II had a 25 horsepower motor on it but our workboat which had a 60 horse motor but it blew up. So we took the 25 horse off the Orva and put it on the work boat. The Orva II is a wreck and he would like to sell it for what we can get for it and be done with it. The other one is the work boat that we put the roll of mesh on, the pontoon boat, we have come up with a better way to do it, is more expedient. We don't need it anymore so he would like to get rid of it as well.
  - ii. Blankenship commented how about giving one to Josh to which Tippet responded that Josh doesn't want one and we would still be responsible for it to which Haws added that neither one of them has a motor, they wouldn't do him any good.
  - iii. Richards motioned to sell both the Orva pontoon boat and the work pontoon. Blankenship second. Wallace aye, Richards aye, Williamson aye, Blankenship aye, Trefz aye. 0 nays. Motion carried.
- b. Discussion and Vote Selling the Ranger Truck
- i. Tippet commented that the Ranger is the littlest truck they have and probably the most beat up. 6 years ago we put an engine in it and they haven't got a great amount of problems with it but it is beginning to wear badly. It needs a front end, the interior is shot. It is time move out of this truck and get rid of it. You will see in the next discussion that he is asking to purchase a couple. He is asking to sell this one and get what he can out of it.
  - ii. Blankenship motioned to sell the ranger truck. Williamson second. Richards aye, Williamson aye, Blankenship aye, Trefz aye, Wallace aye. 0 nays. Motion carried.
- c. Discussion and Vote permission to purchase up to two trucks for maintenance
- i. Tippet commented that he has in his infrastructure \$25,000 set aside for vehicles in the appropriation that they just approved. He believes that they can purchase two vehicles and we need them. One of them we are going to purchase just a service body. We can put all of the tools they need on it and we need one for the OHV Trails. We are short one to transport to and from the OHV Trails. Both trucks will be used. So when we find them we would like to go get them. He is asking for the Board's permission to spend up to \$25,000 for up to two trucks as they find them.
  - ii. Wallace clarified that this is already within the budget to which Tippet responded that it is.
  - iii. Blankenship asked if this is something where they have to have the three like amounts to which Tippet responded that they have in the past just shopped all over, found the best three prices and picked the one that they wanted. They did the lawnmowers that way.



- iv. Wallace motioned for the park to purchase up to 2 trucks for maintenance in the total amount to not exceed \$25,000. Blankenship second. Williamson aye, Blankenship aye, Trefz aye, Wallace aye, Richards aye. 0 nays. Motion carried.

## **12. Executive Session 5ILCS 120/2 C-1, C-3, C-11**

- a. Wallace motioned to table Executive Session. Richards second. 5 ayes, 0 nays. Motion carried.

## **13. Committee Reports**

- a. Campers – None
- b. Lake Management – None
- c. Finance – None
- d. Policy – None
- e. Trails – None
- f. 3rd of July
  - i. Williamson commented that she feels that we have the fireworks in place, they might have to make some adjustments as far as the additional entertainment goes and the vendors. She feels that it is a huge morale booster, everybody needs it. She has talked to the mayor in Marshall and theirs are on standby also. Hopefully it won't be a big deal and they can work their way to June when they need to make a hard decision on it. They may have to look at so many cars, so many people, how they arrange them, and people can sit at home and watch or go sit on the country road and watch. She just thinks that because it is the birthday, we should have them. It's too important. Blankenship asked if they have heard back from the Fireworks guy to which Williamson responded that yes they had, it was all set.
  - ii. Richards commented that he has a mid June deadline. Williamson commented that they shoot really shoot for the date. She is thinking that they did do it one time on Labor Day, so there is another option out there. This year in particular she feels is very important.
  - iii. Richards commented that he spoke to a representative from West Union and he thinks they are wanting to move forward in some capacity with doing their 4<sup>th</sup> of July fireworks. Even if they have to not do some of the activities in the park that day, he thinks they are still going to have their fireworks.
  - iv. Blankenship commented they should ride it out and see what happens.
  - v. Richards stated that he thinks it is wise to have some sort of a contingency plan for later if it is not at all feasible.

## **14. Adjourn**

- a. Blankenship motioned to adjourn the meeting. Williamson second. 5 ayes, 0 nays. Motion carried.