

Porter Park Board

December 19, 2006

Pledge of Allegiance

Call to order: 7:05 pm

Roll Call: Park Board Members Present: President - Zathoe Sexton, Vice President - Patty Raffin, Member – Rondi Wightman, Member - Becky Maranto. Also present: Park Superintendent Jim Miller and Park Administrator Stephanie Miller.

Approval of Minutes: Patty Raffin made a motion to approve the minutes of the Park Board Meeting held on November 21, 2006. Rondi Wightman seconded the motion. All were in favor.

Becky Maranto made a motion to approve the minutes of the Park Board Meeting held on November 27, 2006. Rondi Wightman seconded the motion. All were in favor.

Consideration of Claims: Patty Raffin made a motion to approve the claims submitted from November 18, 2006 to Dec.19, 2006 for \$831.59. Becky Maranto seconded the motion. All were in favor.

Petition and Comments from the Floor: None

Park Superintendent's Report: Routine building and Park property checks have been made with no problems found.

The grounds were cleaned as needed and trash barrels dumped.

The tile floors in the Community Center have been stripped and waxed.

Indian Springs (Pratt Lake) and Lake Charles Parks have been closed for the winter.

Jim asked the Park Board for approval to order some chair parts to fix broken chairs in the Community Center at a total of \$300. Patty Raffin made a motion to approve the purchase of chair parts not to exceed \$300. Rondi Wightman seconded the motion. All were in favor.

Park Administrator's Report: Stephanie Miller gave the Park Board the Minutes of the Park Board Meetings that were held on November 21, 2006 and November 27, 2006, the income statement for November, 2006, and also a Park Board Member attendance report for 2006. The income statement which shows most of 2006 is at an all time high. Rondi Wightman congratulated Stephanie for having such a great year and told her it was a job well done.

Old Business: Dune Meadows Park: Jim told the Park Board that the playground equipment has been ordered and it is due to arrive the first week in January, 2007. The playground equipment will be in the primary colors.

Dune Meadows Pond: Jim told the Park Board that there is nothing new there.

Food Pantry Refrigerator: Rondi Wightman told the Park Board that the donator of the refrigerator (Tom Leisure) heard that the Food Pantry already purchased one. As it turned out, it was a freezer the Food Pantry purchased. This misunderstanding has been cleared up and Rondi will look into when the refrigerator will be delivered.

Drainage around Memorial: Jim Miller told the Park Board that he talked to Karl Bauer from the Street Department. Karl hasn't heard anything yet from Rudy Sutton who will be fixing the drainage problem. Rudy must still be backlogged.

Paving: Nothing new

Rental Contract Update: Stephanie told the Park Board that Patrick Lyp, the Town Lawyer has not yet responded to the new rental clause that she sent him to approve. Zathoe suggested that the Park Department ask him to attend the next meeting to answer the questions the Park has for him.

Children's Christmas Party: Zathoe Sexton said that this Christmas Party was the most wonderful event. She thanked the Park Board for putting it together. Becky Maranto said that she has a copy of her report of the party to give to Stephanie so that it could be filed. Becky said that well over 100 children attended. She said the children loved the live entertainment and the cookie decorating the most. Improvements will be made for next year especially with advertising for the event. All the left over supplies for the party are being stored in the basement of the Community Center. Becky thanked the long list of donators for this party. The Park Board discussed when the best time would be to have the Christmas Party in 2007. Becky Maranto made a motion to have the annual Children's Christmas Party on December 1, 2007 from 1pm to 3pm at the Hawthorne Park Community Center. Rondi Wightman seconded the motion. All were in favor.

Festival Permit: Zathoe Sexton has been working on the Festival Permit and brought a rough draft to the Park Board for them to look at. She pointed out several areas of concern and asked the Park Board to review their copy, mark it up with their suggestions, and bring their ideas back to the next Park Board Meeting in January.

Park Time Park Employee: Kevin Montgomery was hired as a part time Park Laborer to perform janitorial and grounds work.

2007 Budget Revision: The Park Board made some revisions to the proposed 2007 Park Budget. The full time Park Superintendent's PERF and OASI was not allowed for in the previous budget. After making the necessary changes, Patty Raffin made a motion to approve the 2007 Park Budget as revised. Becky Maranto seconded the motion.

Town of Porter Auction: Jim Miller reported that the GMC S15 Truck sold for \$1,150, and the 1987 Ford F350 sold for \$1,050 at auction.

New Business: 2006 Budget Re-allocations: Jim Miller presented the Park Board with a fund transfer report to eliminate negative balances. After a lengthy discussion, Patty

Raffin made a motion to approve the transfer of funds as laid out by Jim Miller. Becky Maranto seconded the motion. All were in favor.

Irrigation System for Ball Field: Jim Miller asked the Park Board to approve Nutri Lawn to install an irrigation system at the Hawthorne Park Ball Field. Keith Hunt (President of Nutri Lawn) said that he will do the work at the cost of parts only. The cost of parts comes to \$1,199.75. That is a savings of \$1,100 that the labor would cost. Rondi Wightman made a motion to approve the installation of an irrigation system at the Hawthorne Park Ball Field at a cost of \$1,199.75. Patty Raffin seconded the motion. All were in favor.

Encumbrance: Jim Miller asked the Park Board to encumber \$14,900 from Park Improvements to pay for the Dune Meadows Park Playground Equipment. Patty Raffin made a motion to encumber \$14,900 from Park Improvements plus \$3,140.98 from 2006 CEDIT using the PO# 2006-PK-29 made payable to Gametime for a total amount of \$18,040.98 to pay for the Dune Meadows Park Playground Equipment. Rondi Wightman seconded the motion. All were in favor.

Encumbrance: Jim Miller asked the Park Board to encumber \$1,199.75 from Contracted Services to pay for the Hawthorne Park Ball Field Irrigation System. Rondi Wightman made a motion to encumber \$1,199.75 from Contracted Services using PO# 2006-PK-30 made payable to Nutri-Lawn to pay for the Hawthorne Park Ball Field Irrigation System. Becky Maranto seconded the motion. All were in favor.

Policy on rental cancellations: Stephanie Miller explained to the Park Board the Community Center rental cancellation policy compared to another nearby banquet facility. After a discussion it was decided to look into it further and find out more information to bring to the next meeting.

Date for Easter Egg Hunt: The Park Board decided that the official date for the Easter Egg Hunt in 2007 will be Saturday March 31st which is a week before Easter.

Park Board Member's Comments: Rondi Wightman told the Park Board that this is her official last meeting on the Park Board until the Town Council decides who will serve on the Park Board in 2007. Rondi said that she did address a letter to the Town Council indicating her interest in serving another term which is four years. Patty Raffin told Rondi what a tremendous asset she has been on the Park Board. The Park Board and Jim & Stephanie expressed their hope that Rondi will be appointed to stay on the Board for another term.

Christmas Gift: The Park Board presented Jim and Stephanie with a Christmas present. It is a gift certificate so that they can go out to dinner and celebrate Jim's new full time position as Park Superintendent. Jim and Stephanie were surprised and very thankful for the thoughtfulness of the Park Board. Stephanie told the Park Board that it is nice to be appreciated. Jim told the Park Board that he has enjoyed working with this current Park Board. "We have a lot of big things yet to accomplish and I am looking forward to it."

Next Meeting: The next Park Board Meeting will be on Tuesday, January 16, 2007 at 7:00pm in the Hawthorne Park Community Center.

Meeting Adjourned: A motion to adjourn the Park Board Meeting at 8:40 pm was made by Rondi Wightman. Patty Raffin seconded the motion. All were in favor.

President

Vice President

Member

Member

Minutes taken and report prepared by: Park Secretary – Stephanie Miller