

**MEETING MINUTES
PARK BOARD
CITY OF PECULIAR, MISSOURI
April 14, 2014**

A regular meeting of the Park Board of the City of Peculiar, Missouri was held in the Council Chambers of the Municipal Building on Monday, April 14, 2014, beginning at 6:34 P.M. Park Board President Andrew Boston called the meeting to order.

Members Responding to Roll Call

Members present for the roll call include: President Andrew Boston, Member Homer Dunsworth, Member Doug Stark, Member Bryan Boyd, Member Jeff Harlan, Member Chris Green, and Member Kelsie McCrea. Director Musteen was also present.

Welcome and Introduction of New Member Jeff Harlan

Mr. Harlan gave a brief introduction of himself. The Board welcomed him aboard.

Consideration of Agenda and Minutes

Member Stark made a motion to accept the meeting minutes of March 2014. Member Green seconded the motion and the motion carried with a 6-0 voice vote. Member McCrea made a motion to accept the revised agenda adding “Board Comments” after Public Comments. The motion was seconded by Member Boyd and carried 6-0 voice vote.

Old Business

A. Raisbeck Renovation Update

Director Musteen provided an update on the project and relayed that the equipment and silt fence is on site and the turf is being prepped. The topsoil is being tested to ensure it meets specifications. Director Musteen walked the property last Thursday with Project Manager, City Engineer and Land3. Based upon the walk through the field layouts were tweaked some based upon aerial imaging of the corner on the big field.

Director Musteen also reported that the well investigation work will begin April 14-16th. He indicated that they will investigate near the storage barn because it is already located near power and water. While Land3 is conducting the investigations, the Board will actually request three quotes for the actual drill work. Director Musteen will investigate whether Carl Brooks provided the previous water table work done at the water plant so Land3 did not have to recreate the wheel for this project.

Director Musteen then requested that the Park Board for a motion to place a banner at Raisbeck Park to advertise the new soccer complex. The estimated cost for the banner is from \$150 to \$200. Discussion ensued about the appropriate size and location for the banner. Director Musteen will add a “Facebook” icon to the banner so individuals will know they can get more information from the City’s website and Facebook page. The Board approved the motion to place the banner at the entrance of Raisbeck Park with a 6-0 voice vote.

New Business

A. Chapter 125 Revision

Director Musteen presented a revised draft for the Park Board for review. He indicated that after the Park Board approves, it will go to the City attorney for review and then brought back to the Park Board for final approval before presenting to the Board of Alderman.

President Boston relayed that we need to update the age requirement language to reflect the same requirements as the Board of Alderman just approved.

Member McCrea relayed several suggestions and proposed changes, including:

- Does the Park Board need to have a Chairman to lead the Board, and must the Board “vote” for the Chairman? Director Musteen will research regarding the requirement to have a chair person and research whether the Chairman position can be a rotating schedule by Ward to eliminate the need for an election.
- Should we mirror the City’s update to the video-conferencing policy? President Boston agrees that we should mirror city and state law. Director Musteen will update.
- Do new need the first bullet with the word “appoint” since the Park Board does not have the authority to appoint. President Boston recommends that we change the language to recommend. Director Musteen will make the change.
- Member McCrea asked for the word “annual” to be removed before budgetary recommendations, since the Park Board actually makes budgetary recommendations throughout the year through budget amendment requests. Director Musteen will research.
- Change “organize and conduct recreational programming for all groups” to “recommend recreational programming for all age groups for the citizens of Peculiar” to better reflect the duties of the Park Board versus the duties of the Director.

No other changes were recommended. Director Musteen will make all changes and bring back for final approval to the Park Board before going to the City Attorney.

B. Chapter 226 Criminal Records Checks

Director Musteen presented proposed background check Chapter 226. Member McCrea inquired whether it should be expanded to any volunteer or employee to ensure we are covering our bases. Director Musteen relayed that due to cost concerns we probably wouldn’t want to implement such a policy.

President Boston inquired whether we want a time limit for an outside organization to reapply. Director Musteen will add a clause for up to one year for an organization to reapply next year to meet the City’s requirement. Member Green suggested that we add

language “at Park Director’s discretion” to this section as well. Director Musteen will make the changes, provide to Chief of Police for review, and provide to Park Board in May for final approval.

C. Tractor Pull Documents/Contracts

Director Musteen reported that we want to get a jump on the tractor pull. Director Musteen presented the contracts from previous year. Member Stark reported that there will be very minimal changes, but should change the requirement for the ambulance service; the dates; and the amounts. Need to remove language regarding cleaning up trash.

Need to determine if we have a blanket easement with the school for the right of way. Director Musteen will check with Jay Harris to determine what is required.

Member Stark inquired about the intent of the contract with the Band Boosters. Director Musteen reported it is a formality for the Band Booster to obtain a liquor license.

Director Musteen will place a resolution on the Board of Alderman agenda to approve the selling of beer at the Tractor Pull.

Member Stark relayed that he has set up Deffenbaugh to provide trash dumpsters and port-a-potty’s for the vent. Director Musteen will conduct limited research to provide quotes for other companies.

Director Musteen will set a timetable for advertising the event in the local newspapers. He will bring the timetable and draft advertisements to the May meeting. Member Stark will check with Jim Antonides to see if he will change the dates on the yard signs and banners.

Discussion ensued about volunteers needed to collect money at main gate. Member McCrea volunteered to coordinate and handle change and the count of money after the event.

Director Musteen will bring checklist to next meeting to identify additional tasks. He will also continue to follow-up with individuals who are doing work at 66 acre for the tractor pull lane. Discussion ensued about the need to look into rain insurance. Member Stark will look into criteria for rain insurance and report to board.

Director’s Report

Director Musteen reviewed his written report with the Board. We received the Land Water Grant and are moving forward with the trail project. The Tree Board did a preliminary walk through of the trail and it was determined at that time, it might be helpful to get an alternative bid to asphalt or concrete the trail near the athletic field to avoid issues with flooding.

Director Musteen reported that the City Lake had a break in on Thursday and we need to replace the chain and door where the city boat is stored. City is researching other options for replacing bolt and possibly moving gates back to secure property.

Tree Board held first event to help apply for Tree City USA by planting 100 trees in Raisbeck Park. Member McCrea asked to be notified of events occurring in Parks so that others can participate and spread the word in the community about good things happening.

Member McCrea relayed concerns from the City's website regarding the light issue at Mayor's Park and reported issues with the baby swing and some loose/dangerous screws at McKernan Park. Director Musteen will take care of the issues.

President Boston reported that a land disturbance permit is required for the work at Shari Drive Park and they are waiting on the surveyor to move forward.

Public Comments

None

Board Member Comments

Member Stark asked if the Board agrees that we need an aerial photo of the Tractor Pull. The Board agreed and Member Stark agreed to get a price.

Director Musteen presented certificates to Dunsworth and McCrea for their service on the Park Board.

Adjournment

Member Stark made a motion to adjourn at 8:15 p.m. The motion was seconded by Member Dunsworth and carried with a 6-0 voice vote.

These minutes were taken and transcribed by Member McCrea.

Approved: May 12, 2014