

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
MUNSTER TOWN HALL
Tuesday, March 19, 2024

MINUTES

Park Board members present: Dan Repay, President; Scot Pierce, Vice President; Robyn Paulsen, Board Member; Mike Sowards, Board Member; Kristen Smith, School Board Liaison; Dave Nellans, Town Council Liaison.

Park Staff present: Mark Heintz, Director of Parks and Recreation; Kevin Dark, Superintendent of Operations; Jill Higgins, Superintendent of Recreation; Janice Uram, Recording Secretary.

Others Present: Wendy Mis, Clerk-Treasurer
Jonathan Petersen, Town Council Member
Pat Kremer, 3352 N. Schultz Dr., Lansing, IL
Mary Byrne, 541 Seminary Dr., Dyer, IN
Carolyn Jacobs, 2543 Hickory, Dyer, IN
Keith Jacobs, 2543 Hickory, Dyer, IN
Luke Miller, 6708 Woodmar Ave., Hammond, IN
Diane Tratler, 640 Seminary Dr., Dyer, IN
Evan Sylvester, 1243 Brookside, Munster, IN
Scott Urbaniak, 9854 Twin Creek Blvd., Munster, IN
Michael Smith, 1918 Lambert Ln., Munster, IN
M. Clark, 8232 Howard Ave., Munster, IN
Maria Arteaga, 3349 S. Manor, Lansing, IL

1. *CALL TO ORDER*

President Repay called the meeting to order at 5:00 p.m.

2. *PUBLIC COMMENT*

The following members of the public spoke to the Park Board expressing support of the Town of Munster's engagement with the preservation of the Center for Visual and Performing Arts, Theater at the Center, South Shore Arts and Trama Catering located at 1040 Ridge Road in Munster;

Carolyn Jacobs
Maria Arteaga
Pat Kramer

No one else rose to claim the floor.

The Director shared that 103 emails were submitted electronically. All emails were in support of the Center for Visual and Performing arts and encouraged the Park Board and Staff to work with the Town to retain the Arts Center. The emails received were from Munster and local area residents, employees of the CVPA and performers and artists.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

i. February 20, 2024 Minutes

It was motioned by Board Member Paulsen and seconded by Vice President Pierce to approve the February 20, 2024 minutes. The motion carried by a vote of 5 in favor and 0 opposed and the minutes were approved.

b. Confirmation/Approval of Park Vouchers

i. Approval of Voucher Register 24-3A dated 3/19/24 totaling \$10,704.57

ii. Confirmation of Voucher Register 24-3B dated 2/1-29/24 totaling \$109,581.00

iii. Confirmation of Voucher Register 24-3C dated 3/4/24 totaling \$2,493.00

iv. Confirmation of Voucher Register 24-3D dated 3/4/24 totaling \$1,991.50

It was motioned by Board Member Sowards and seconded by Board Member Paulsen to approve Park Voucher Registers 24-3A, 24-3B, 24-3C and 24-3D. The motion carried by a vote of 5 in favor and 0 opposed and the minutes were approved.

c. Reports

i. March Board Report

The Board Report was included in the agenda packet. There not being any questions, the Director moved on to report on the golf buildings construction update. Construction meetings continue every other week. Submittals continue to be reviewed by the architect and owner's rep as they are submitted. Pro Shop plumbing rough-ins have started. Ductwork on the Pro Shop was completed and electrical rough-in has started. The block walls on the cart storage garage are almost complete. Concrete was poured for the shelter footers and the transformer. Preparations are being made for the truss installation on the cart storage garage. Items were assembled for Change Order #4 which is on the agenda.

ii. Town Council Liaison Report

The Town Council Liaison had nothing to report.

4. ITEMS FOR DISCUSSION/ACTION

a. Clerk-Treasurer Presentation

The Clerk-Treasurer shared a presentation of the Park Department's financial overview and discussed it with the Board.

b. Pro Shop and Cart Storage Building Project Change Order #4

Through the course of construction change orders were recommended by Hasse Construction and reviewed by the architect and staff. Collectively they are presented as Change Order #4 in the amount of an additional \$6,646.30 to the original contract. At the recommendation of CSK Architects staff recommends the Board approve Change Order #4.

It was motioned by Vice President Pierce and seconded by Board Member Paulsen to approve Change Order #4 to the Centennial Pro Shop and Cart Storage building project contract in the amount of \$6,646.30. The motion carried by a vote of 5 in favor and 0 opposed and the Change Order was approved.

c. Munster Babe Ruth Request

Representatives from Munster Babe Ruth came before the Board with a few concerns and some options for the Community Park ball fields. They would like to run and operate the concession stands at the fields and, also run a 45+ year old league under Munster Babe Ruth. Discussion was had and the Board collectively agreed to allow Munster Babe Ruth to run the adult league as a pilot program for the 2024 calendar year. A decision was not made about the concession stands as they are currently under contract and managed by Troon Golf who manages the pool concessions as well.

It was motioned by Board Member Sowards and seconded by School Board Liaison Smith to approve Munster Babe Ruth piloting a 45+ year league for the 2024 calendar year. The motion carried by a vote of 5 in favor and 0 opposed.

5. **ADJOURNMENT**

President Repay called for a motion to adjourn.

It was motioned by Board Member Sowards and seconded by Board Member Pauslen to adjourn the meeting. The motion carried by a vote of 5 in favor and 0 opposed and the meeting was adjourned.

Janice Uram, Secretary

Date

Dan Repay, President

Date