



**Minutes of the Regular Monthly Meeting
BOARD OF PARKS AND RECREATION
City of Portage, IN
March 16th, 2020
5:30 PM
Woodland Park Community Center**

A&B. Call to Order and Roll Call

The regular scheduled monthly board meeting of the Board of Parks and Recreation of the City of Portage, Indiana, was called to order by Board President Ciesielski at 5:34PM at the Woodland Park Community Center. Board members Warchus, Lee, Ciesielski and newly-sworn in member Mike Hill were present. Superintendent Wilkie and Attorney Mindel were also in attendance.

C. Park Board Plan Commission Appointment – After some discussion by the board, Member Warchus made a motion to nominate Member Hill as the appointment to the Plan Commission. A second was made by Member Lee. Member Hill accepted the nomination. The motion carried unanimously by roll call.

D. Minutes - The Board proceeded to review the minutes of the Regular Park Board meeting of February 18th, 2020. Member Warchus made a motion to accept the minutes as written and submitted. A second was made by Member Lee. There being no further discussion, the motion carried unanimously by roll call.

E. Financial Report - Member Lee made a motion to approve the report, with a second from Member Warchus. Member Hill Abstained from the vote. Members Warchus, Lee and Ciesielski voted yes. Motion passes.

F. Vouchers - The Board proceeded to review the vouchers as listed on the official Register of Accounts Payable Vouchers for February 2020. Member Warchus moved for the Board to approve and pay the said vouchers, as listed, written, and submitted. The second was made by Member Lee. Member Hill Abstained from the vote. Members Warchus, Lee and Ciesielski voted yes. Motion passes.

G. Contracts - Superintendent Wilkie presented the rental register of contracts for February/March 2020. Member Warchus made a motion to approve the contracts as submitted with a second from Member Lee. Member Hill Abstained from the vote. Members Warchus, Lee and Ciesielski voted yes. Motion passes.

H. Fees and Charges – NONE

I. Committee Reports – NONE

J. Public Presentation and Correspondence – NONE

K. Unfinished Business – NONE

L. New Business –

a. Salary Schedule 2020 Amendment – An amendment to the 2020 salary schedule was presented by Superintendent Wilkie. After some discussion by the board, Member Lee made a motion to approve the Amended Park Salary Schedule for 2020. A second was made by Member Warchus. Motion passed unanimously through roll call.

b. Quotes for Camera Recorder Repair/Replacement – Two quotes were presented to the board by Superintendent Wilkie to repair/replace the camera recorder. First quote, from A+ DataComm, Inc., in the amount of \$2,230. Second quote, from Martin Security Systems, Inc., in the amount of \$1,031. After some discussion by the board, a motion was made by Member Warchus to approve the quote from Martin Security Systems, Inc., with a second being made by Member Lee. Motion passed unanimously through roll call.

c. Commercial Lease, Portage Preschool – After some discussion by the board, Member Warchus made a motion to table this item, with a second made by Member Lee. Motion passed unanimously through roll call.

M. Department Staff Remarks – Superintendent Wilkie provided an update.

N. Any other matters and Public Comments – NONE

O. Next Meeting: Monday, April 20th, 2020, at 5:30 p.m.

P. Adjournment There being no further items of business, meeting adjourned at 6:10PM. Member Warchus made a motion with a second from Member Lee, motion passed unanimously through roll call.

Respectfully submitted,

Lori Wilkie, Superintendent

Approval and Attest:

_____ **Date** _____
Paul Ciesielski, President

_____ **Date** _____
Carla Warchus, Secretary