



Supervisor's Office
Gloria M. Palmblad

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PARKS COMMITTEE MEETING

Ela Town Hall, 1155 E. Route 22, Lake Zurich
Wednesday, October 30, 2019
Minutes

1. Call to Order – 8:32 AM
2. Roll Call – Supervisor Palmblad, Trustee Jennings, Township Manager Stefaniuk, Highway Commissioner Forster, and Highway Superintendent Thompson.
3. Knox Park
 - a. Football Field Sideline Drainage
 - The Highway Department is planning to install the sideline drainage for the football field in November depending on the weather. Lacrosse may have to utilize practice fields until at least June in order to encourage positive field conditions growing through the Spring. A sod cutter is planned to be used for the sideline drainage.
 - b. Shed Roof Replacement Project
 - The shed roof has been replaced at Knox Park by Prate Roofing, but the areas where the soffit was repaired still needs to be painted, which will depend on the weather.
 - c. Hockey Rink
 - The purchaser of the Flex Court sports tiles was given a deadline to retrieve the tiles of 11/3/19 before the Highway Department removes the tiles and disposes of them. Manager Stefaniuk has contacted Waste Management to arrange for a dumpster in the case that the tiles are not removed by the purchaser by the deadline.
4. Ela Township Community Park
 - a. Tree Removal in R-O-W
 - The Highway Department is planning to cut and ground identified R-O-W trees down as time permits.
 - b. Top Dressing
 - The Highway Department is planning to spot top dress an identified area on the field in Spring 2020. The field has been aerated.
 - c. Field Drainage

- The Highway Department is planning to fill in an area of the park field that had some drainage issues in the past Spring season. This issue was determined to be a cause of a park field being shifted 10ft to the west after initial planning.

d. Park Tree Conditions

- Manager Stefaniuk stated that there may be some need to perform additional tree removals or replacements depending on conditions that appear in Spring 2020.

5. 2020 Planning Initiatives

a. Landscape Maintenance

- There was a discussion over costs involved in internal mowing operations versus contracting this operation out to a landscaper. Based on costs identified by the Highway Department in the current year, it was discussed that it may be more cost-effective to contract this service out to a landscaper depending on management review costs involved. Manager Stefaniuk was requested to follow up with the Township's current landscaper regarding pricing for mowing services. However, the general consensus of the group was to continue internal operations for mowing services at this time.

b. Parking Lot Maintenance

- Per committee discussion, the plan is to patch and sealcoat Knox Park in Spring 2020.

c. Playground Maintenance

- Supervisor Palmblad asked the Highway Department committee members whether there were any identified issues regarding playgrounds at any Township parks. Superintendent Thompson stated there were not, but that many of the playgrounds were starting to look fairly weathered and will need to be replaced in the future as some parts are not produced anymore for the current playground equipment. Manager Stefaniuk stated that it is the plan to review the playgrounds again in Spring 2020.

d. Sports Organization Cost Analysis

- After some discussion, it was decided that a special meeting should take place to discuss internal operational costs related to sports organization field usage.

6. New Business

a. Trees at the Community Center

- Supervisor Palmblad stated that the trees at the community center are not in good condition based on their appearance. Superintendent Thompson agreed that there were three linden trees that did not look great and that no one has been maintaining the trees following planting.

b. Fertilizer Certification

- The Highway Department is looking into acquiring a fertilizer certification for at least one of their employees in the near future.

c. Winterize Knox Park

- Manager Stefaniuk was requested to follow up with the Flames representative, Jay Erkman, to determine the end of their football season. Highway Department will be winterizing Knox Park and the sprinkler system for the year after the Flames' football season ends.

7. Old Business

a. None

8. Schedule Next Meeting – Wednesday, 12/11/19 @ 8:30 AM

9. Adjournment – 9:27 AM