

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JUNE 13, 2017
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz
Commissioner Reilly
Commissioner Ruvoli
Commissioner Schedin
Commissioner Rak (*joined at 6:35 p.m.*)

ABSENT: Commissioner Feehery
Commissioner Bickett

3. The Pledge of Allegiance was recited.

4. APPROVAL OF THE AGENDA – Approved as presented.

5. CONSENT AGENDA – Items on the consent agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests in which event, the item will be removed from the Consent Agenda and will be considered separately. President Barz asked for a motion for the following:

- A. Approval of the Regular Meeting Minutes of May 9, 2017**
- B. Approval of the Executive Meeting Minutes of May 9, 2017**

*Commissioner Reilly so moved and motion seconded by Commissioner Ruvoli.
A roll call vote was taken.*

Aye: (4) Ruvoli, Reilly, Schedin, Barz
Nay: (0)
Abstain: (0)
Absent: (3) Feehery, Rak, Bickett

Motion approved

- C. Approval of the Committee Meeting Minutes of May 23, 2017**
Tabled until next meeting.

6. APPROVAL OF BILLS - President Barz asked for a motion to approve the bills.

- A. May Accounts Payable and Payroll which includes travel and Lodging expenses which includes travel and lodging expenses in the amount of \$172,940.56.**
- B. June Accounts Payable and Payroll which includes travel and Lodging expenses in the amount of \$77,127.71**

Commissioner Riley made a motion to approve June Accounts Payables and Payroll in the amount of \$172,940.56 and May Accounts Payables and Payroll in the amount of \$77,127.71. Commissioner Ruvoli seconded the motion.

Discussion was held on several of the bills.

There being no further questions or comments, a roll call vote was taken.

Aye: (4) Reilly, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (3) Feehery, Rak, Bickett

Motion approved

7. CITIZENS COMMENTS – None

8. PRESIDENT'S REPORT –

- President Barz reminded everyone of the *Short Run on a Long Day*.
- He commented that the repurposed trailer that was donated by SD 159c looked great.
- President Barz said that the Garden Plots looked good and the water spigots are an added convenience. He appreciates the work that went into it. Discussion was held on how to secure them.
- He reminded Ed that the signage at the parks need to be kept in good condition.
- President Barz suggested that a dirt hill be put in one of the parks for children to play on.
- He asked about placing boulders and/or trees for the center island of the parking lot. A friend of his has offered free trees.

9. ELECTION OF OFFICERS

- A. PRESIDENT – Commissioner Reilly nominated Tom Barz for President and Commissioner Rak seconded the nomination.
 - B. VICE PRESIDENT – Commissioner Barz nominated John Reilly for Vice President and Commissioner Schedin seconded the nomination.
 - C. SECRETARY – John Reilly nominated Commissioner Rak for Secretary and Commissioner Schedin seconded the nomination.
 - D. TREASURER – Commissioner Barz nominated Commissioner Ruvoli for Treasurer and Commissioner Reilly seconded the nomination.
- There being no further nominations for the positions, Commissioner Barz requested that a roll call vote be taken to approve the slate as presented.

Aye: (5) Schedin, Ruvoli, Rak, Reilly, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Feehery, Bickett

Motion approved

10. EXECUTIVE DIRECTOR REPORT

Executive Director Hassett noted the following from her written report:

- A. Approval of 2017 Prevailing Wage Ordinance
President Barz made a motion to approve the 2017 Prevailing Wage Ordinance and Commissioner Schedin seconded the motion.

Aye: (5) Ruvoli, Rak, Reilly, Schedin, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Feehery, Bickett

- B. Approval of the Investment Policy

Gina presented the policy and informed the Board that the attorney made a change to the wording. A discussion was held and Gina told the commissioners that she and Ryne will make the final recommendation to the Board. An approval was tabled until next month.

10. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- Gina told the Board that Jim Randall from SSSRA has approached the LWSRA Board to request that Frankfort Square Park District become a member with the current 6 Park Districts on the Board. They want to join after 12 months per their contract with SSSRA. LWSRA Board approved Frankfort Square Park District's application to become a member as long as they follow all of their contractual requirements with SSSRA. Discussion followed.
- Gina's report shows a new date for the OPF but it has not yet been decided.

B. Finance – Business Manager Kman

- Ryne told the Board that there were 2 Bond payments and LWSRA annual payment in this month's checks. He has been working with the auditors and the Lau's.
- Automatic withdrawals will be instituted on the pre-school program to reduce administration interactions. There will no longer be cash payments.

C. Building and Grounds Report –Ed Newton/Commissioner Reilly

- Stone Creek work has begun. The curb have been installed.
- The seasonal workers have started and his staff is able to get more projects started.
- He had 4 more garden plots added to the garden. The water lines are in.
- The trailer was delivered from SD 159c and is being utilized.
- The guard rail has been repaired.
- Ed will cold patch the holes in the pavement at Commissioners Park.
- The higher peaks at Fort Frankfort still need to be painted.
- Puent Building project is complete. He anticipates \$2,100 rebate from the Energy Efficiency Grant project.

D. Recreation Report –Stacey Proper/Commissioner Schedin

- The first Park Party of the summer was held last night and was a success.
- Sixty-seven children have signed up for Day Camp and 15 of them have signed up for the Teen Camp.
- The Splash Park has been busy.
- *Short Run on a Long Day* on June 21st still needs volunteers. Stacy has tied in the 50th year celebration to it.
- Cancellation reasons were discussed. Calls are made to help get those already signed up to get their friends to join.
- Community Garage sale was held the past weekend and some feedback was that the sale was hard to find on the web site.
- The *Kids Garage Sale* was sparsely attended and next year it might be in conjunction with Earth Day.

E. Public Relations – Director Hassett/Commissioner Rak

- A comprehensive report is attached to the Board's packets.

F. Planning Report – Director Hassett/ Commissioner Feehery

- Gina has a few items for the Committee Meeting.

11. ATTORNEYS REPORT - None

12. UNFINISHED BUSINESS - None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Ruvoli informed the Board that the Will County Transportation will hold a public meeting on Tuesday, June 27th to discuss proposed plans for the Laraway Expansion Project. Residents were invited. He will attend due to the fact it impacts FPD's property. He will also volunteer for the Short Run. He asked to be included in the meeting with the Heritage Knolls homeowners to discuss the pier. He thanked all for the opportunity to be the Treasurer and is looking forward to working with Ryne.

Commissioner Rak went to the Village Board meeting. She talked about park programs. Con on a Cop will be held at Sweet Frog on June 29th. Katy will volunteer for the Short Run. She thanked Ed for fixing a swing and expressed appreciation for being nominated for Secretary of the Board.

Commissioner Reilly will try to volunteer the Short Run. Congratulations to all the new officers. He will sign up for attending village board meetings. Congratulations to Ryne on his forth coming marriage.

Commissioner Schedin thanked Stacey & Maurice for a successful Wrestling Program.

15. EXECUTIVE SESSION: ***President Barz asked for a motion to go into Executive Meeting at 7:19 p.m. for the purpose of discussing: The purchase or lease of real estate 5 ILCS 120/2(5); Personnel 5 ILCS 120/2(c)(1); imminent or pending litigation 5 ILCS 120/2(2)(c)(11). Commissioner Reilly so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***
16. OPEN SESSION – ***Commissioner Reilly moved to end the Executive Session and return to the Regular Meeting at 7:21 p.m. Motion seconded by Commissioner Rak. Motion passed by a voice vote.***
17. ACTION on ITEMS DISCUSSED IN EXECUTIVE SESSION – ***President Barz asked for a motion to approve a 3% raise for the Executive Director to be retroactive to June 1, 2017. Commissioner Reilly so moved and Commissioner Ruvoli seconded the motion.***

Aye: (5) Ruvoli, Rak, Reilly, Schedin, Barz
Nay: (0)
Abstain: (0)
Absent: (2) Feehery, Bickett
18. ADJOURNMENT – ***President Barz asked for a motion adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of June 13, 2017 at 7:24 p.m. Commissioner Reilly so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary