

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, NOVEMBER 13, 2018
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 Bickett (*joined at 6:34p.m.*)
Commissioner Feehery
Commissioner Schedin

ABSENT: Commissioner Rak

3. APPROVAL OF THE AGENDA – Approved as presented.

4. 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 October 9, 2018**
- B. Approval of the Committee Meeting Minutes of October 9, 2018**
Commissioner Reilly made a motion to approve the minutes as presented and motion seconded by Commissioner Ruvoli. A roll call vote was taken.

Aye: (5) Feehery, Reilly, Schedin, Ruvoli, Barz
Nay: (0)
Abstain: (0)
Absent: (2) Rak, Bickett

Motion approved

6. APPROVAL OF BILLS – Lisa told the Board that she has broken out the P-Card charges. The rebate on the card was \$400 more than last year. Discussion was held. Interest from the investment accounts were also included in the report. Lisa and Gina will be reviewing the draft of the audit in the next weeks and John Williams from Hearne & Assoc. will be invited to present it during the December meeting. Discussion of conference bills was held. President Barz asked for a motion to approve the **October Accounts Payable and Payroll in the amount of \$183,892.93 - which includes travel and Lodging expenses.**

Commissioner Feehery made a motion to approve the October 9, 2018 Accounts Payables and Payroll in the amount of \$183,892.93 as presented. Commissioner Schedin seconded the motion. A roll call vote was taken.

Aye: (6) Reilly, Bickett, Schedin, Ruvoli, Feehery, Barz
Nay: (0)
Abstain: (0)
Absent: (1) Rak

Motion approved

7. CITIZENS COMMENTS – None

CORRESPONDENCE – None

8. PRESIDENT'S REPORT –

- President Barz congratulated the Board on the passing of the Referendum to reduce the Board from 7 to 5 members.
- He commented on the garden plots and his successful harvest.
- President Barz reminded everyone that the State Conference will be held January 24-26, 2019.
- He complimented Julie Sullivan on her fund raising endeavors and her report.
- The preparation of the Ice Rink was discussed.
- He thanked the Girls Softball organization for the recent \$5,000 donation that they make annually.
- He noted that the Pump Track is wonderful and he has been receiving a lot of good feedback.
- The October programs appeared to have a lot of participation and the staff did a great job.
- President Barz wished everyone a Happy Thanksgiving.

9. EXECUTIVE DIRECTOR REPORT

- Resolution 2018-11A to vote for an IMRF Executive Trustee. Executive Director Hassett included the names and bios of the candidates in the Board's packets, along with staff recommendation to cast the vote for Susan Stanish. Discussion was held.

Commissioner Ruvoli made a motion to approve Resolution 2018-11A, to cast a vote for Susan Stanish for the IMRF Executive Trustee Board. Commissioner Reilly seconded the motion. A roll call vote was taken.

Aye: (6) Bickett, Schedin, Ruvoli, Feehery, Reilly, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Rak

Motion approved

- Approval to Appoint an IAPD Delegates– The Board must approve a delegate and alternates that will be permitted to represent the District at the annual meeting scheduled to be held on January 26, 2019. Discussion was held. President Barz asked for a motion.

Commissioner Reilly made a motion to approve Commissioner Barz as the Delegate for IAPD and Gina Hassett and Stacey Proper as Alternates. Commissioner Feehery seconded the motion. A roll call vote was taken.

Aye: (6) Schedin, Ruvoli, Feehery, Reilly, Bickett, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Rak

Motion approved

- Approval of Ordinance 18-11B - an Ordinance Authorizing Disposal of Personal Property – It is an artistic stage piece that was left at the park. President Bar asked for a motion.

Commissioner Feehery made a motion to approve the Disposal of Personal Property. Commissioner Bickett seconded the motion. A roll call vote was taken.

Aye: (6) Ruvoli, Feehery, Reilly, Bickett, Schedin, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Rak

Motion approved

- Approve the 2019 Meeting Schedule – President asked for a motion to approve meeting scheduled that was in the Board’s packets.
Commissioner Reilly made a motion to approve the 2019 Meeting Schedule as presented and Commissioner Ruvoli seconded the motion.

Aye: (6) Feehery, Reilly, Bickett, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Rak

Motion approved

- Approve the Change Order for Heritage Knolls Playground – Gina gave an overview of the problems with standing water at the new playground site. Drainpipe needs to be installed and routed to the city sewer connection. Tree relocation and grading also needs to be done. Discussion was held. President Barz asked for a motion to approve the Change Order not to exceed the amount of \$6,400. \$1,030 will be refunded from the landscape architect.

Commissioner Schedin made a motion to approve the Change Order for Heritage Knolls Playground not to exceed \$6,400 as presented and Commissioner Reilly seconded the motion.

Aye: (6) Feehery, Reilly, Bickett, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Rak

Motion approved

- Gina reminded the Board that since the Referendum to Reduce the number of Commissioners on the Board from 7 to 5, that next April there will be only one seat open for election.
- Gina asked that the commissioners confirm to her if and when they will be attending the IAPD/IPRA Soaring To New Heights Conference.
- IAPD Legal Symposium was attended by Gina and Stacy. They will review the new 2019 laws and updates from new court decisions.
- Personnel – Parks Forman, Hugh Bronson, fell off a ladder and has been on leave. He will inform the District when he can return after a doctor’s visit this coming Friday.
- Chamber of Commerce – Commissioner Barz and key staff will be attending the Frankfort Chambers general membership meeting on November 15th.

10. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- Gina included a report from LWSRA showing the participation in the programs by District.
- New Lenox had the site visit by the State of Illinois for the OSLAD Grant for the proposed ADA playground.

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

- October had several big events for the Maintenance Department that took away from ongoing projects.
- Commissioners Park has had some tree trimming, two dead trees were removed, and stump removal is complete.
- Field prep and getting ready for winter is being done this week.
- Installation of the new coil in the heat exchanger in the Founders Center was completed before the boiler was fired up.
- The alarm system is complete at all District locations. The vendor is Alarm One.
- The Ice Rink liner and components are ready for the freezing weather.
- As fall sports end, Port-o-Pottys and dumpsters have been removed where no longer needed.

- Ed hopes to do controlled burn by the ponds, weather permitting.
- The fencing for the sled hill is ready to be put up. The PDRMA rep will be out soon and will give advice on the placement of the fence
- Commissioner Reilly complimented Ed and his staff on the good condition of the Falcon's Field. Discussion was held.
- Trees from local nurseries might be able to be donated to the District. Discussion was held.

C. Recreation – Superintendent Proper/Schedin

- The Winter/Spring brochure first proof has been received. It goes to the printer on November 30th, available on line December 10th and mailed out after Christmas.
- The garden plots are all cleaned up. A survey has been sent out to get feedback from all the participants. 8 have been returned. Packets will be mailed out in January, to those who participated letting them know the procedures for next spring/summer.
- Mickey's 90th birthday will be held November 19th.
- The craft show was held on November 10th
- Santa workshop and meet with Santa for a photo op instead of lunch with him will be held on December 8th.
- Polar Express is December 9th and was sold by lottery.
- Indoor Flag Football is going well. Staff is talking with Roma to maybe start up an adult league and a teen league.
- Youth basketball league has increased participation due to marketing the program better. 1st & 2nd grade co-ed division has been added.
- Cali DeBella, Special Events Coordinator, was in attendance and told the Board she worked on the Howl-A-Wolf event at the Bark Park on October 10th. The event was featured in the *Daily Southtown* newspaper.

D. Public Relations – Director Hassett/Julie Sullivan

- A copy of Julie's activities was included in the Board's packets and copies of published items in news outlets.
- Julie & Maurice procured a sponsorship with Arnie Bauer for the Youth Basketball league.
- Julie got 3 vendors to donate beer for the Pours for the Park.
- Julie is working on getting a sponsor for the Seniors' Luncheon.
- She is revamping the sponsorship package.
- Julie is attending Chamber events.
- Julie is working on the banners for sponsorships.

E. Planning Report – Director Hassett/ Commissioner Feehery

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS –

- Commissioner Schedin and his family worked at the LWSRA Trunk-or-Treat. Gina encouraged others to participate in the events.
- Commissioner Feehery was called upon to perform CPR during a flight. He checked with the airline a few days later and they informed him the person had survived. The airline awarded him a voucher. The Board congratulated him.

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Schedin told everyone Happy Thanksgiving.

Commissioner Ruvoli thanked Cali and Stacey for the great Craft Fair. He expressed his thanks to Gina and the staff for the work they did on the Pours for the Park event. Operation Playground raised more than \$10,000. He told Gina and Lisa he appreciated all the work they did in preparation for the audit. He told the Board that he attended the Village Strategic Planning Committee Meeting with Gina. One of the things that was discussed was a Village Recreation Center. Heard nothing but good things about Halloween Haunting. He told everyone Happy Thanksgiving.

Commissioner Reilly congratulated the staff on getting the information out on the Referendum and congratulated all on its passing with the voters. He thanked the entire staff for all the hard work

and successful events that they held during the last few weeks. He congratulated Gina, Commissioner Ruvoli and staff for the success of Pours for the Park. Commissioner Feehery appreciated the support that the referendum received from the 3 commissioners who will now need to run for one seat next April. Commissioner Bickett told the Board that the Flag Football program is running very well. He said Pours for the Park was a great event. He let the Board know that he is on the Baseball Board and they recently discussed ADA requirements and how to work together with the District. Commissioner Barz wanted to know if the trees on the Laraway land were actually on the District's property. Discussion was held.

14. EXECUTIVE SESSION –*Executive Session 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)(1); and finances.*
15. ADJOURNMENT – *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of November 13, 2018 at 7:37 p.m. Commissioner Feehery so moved and Commissioner Reilly seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.*

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary