

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JUNE 06, 2020
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

In response to COVID-19, the Frankfort Park District hosted in person and Zoom conferencing for the June meeting. The public was invited to attend the Meeting in either option and instructions were provided at the bottom of the agenda. Proper social distancing spacing was provided at the physical location. The meeting was held via video conference as permitted by the Gubernatorial Disaster Proclamation in response to COVID-19 (COVID-19 Executive Order 5) exempting the requirement of the Open Meetings Act for the physical presence of the Commissioners at the meeting and permitting Commissioner attendance by video, audio, or telephone access.

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT: Commissioner Barz

Commissioner Ruvoli *via zoom*

Commissioner Bickett *via zoom*

Commissioner Schedin

Commissioner Ponton *via zoom*

ABSENT: None

ALSO PRESENT: Executive Director, Gina Hassett; Stacey Proper, Supt of Recreation; Lisa Slattery, Business Manager; Edward Newton, Supt. Building & Grounds; ; and Mary Strand, Recording Secretary.

Maurice Sullivan, Recreation Supervisor/Athletics; Kristin Morrison,

Recreation Supervisor/Early Childhood; Cali DeBella, Recreation

Supervisor/Special Events

GUESTS: Residents: Belinda Olszewski, *via zoom*.

3. PLEDGE OF ALLEGIANCE

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 to approve the Consent Agenda.

A. Approval of the Regular Board Meeting Minutes of May 12, 2020

B. Approval of the Special Board Meeting Minutes of May 26, 2020

C. Approval of the Committee Meeting Minutes of May 26, 2020

Commissioner Schedin made a motion to approve the minutes as presented and motion seconded by Commissioner Ruvoli. A roll call vote was taken.

Aye: (5) Bickett, Ponton, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

6. APPROVAL OF BILLS (financial reports attached) –.President Barz asked for a motion to approve the **May 31, 2020 Accounts Payable and Payroll in the amount of \$245,423.86 - which includes travel and Lodging expenses.** Lisa told the Board that there were refunds of \$4,100 to sponsors of various cancelled events. Usually we only have refunds to participants. Some sponsors opted to roll their amount to future events rather than taking a refund. She noted that the first payment from the Bond money was made for the new mower. She also included a list of Developer Contributions by subdivision. Discussion of some of the bills was held. The \$5,900 to Premier Ponds was for Kohlhagen and Sara Springs for water quality control.

Commissioner Ruvoli made a motion to approve the May 31, 2020 Accounts Payables and Payroll in the amount of \$245,423.86 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Ponton, Ruvoli, Schedin, Bickett, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT

- President Barz thanked the staff for the great job they are doing during these very trying times.
- He let everyone know that Ellen Robinson retired as Administrative Assistant. He thanked her for her many years of service and wished her well..
- The splash pad at Commissioner Park remains closed as we await direction from the Illinois Dept. of Public Health. It is ready when the word comes that we are allowed to open.
- President Barz inquired about the Garden Plots. Director Hassett noted that with all the rain we had received that the plots have not been turned over yet. It is getting late in the planting season so they will probably not be rented out in 2020.

- A. ELECTIONS and COMMITTEES – Annual elections are held in June. President Barz asked for a motion to nominate each position.

Commissioner Ruvoli made a motion to nominate Tom Barz for President, Commissioner Schedin seconded the motion.

With no other nomination for President, Commissioner Barz closed the nomination for President.

Commissioner Barz made a motion to nominate Matt Schedin for Vice President, Commissioner Ponton seconded the motion.

With no other nomination for Vice President, Commissioner Barz closed the nomination for Vice President.

Commissioner Bickett made a motion to nominate Tom Ruvoli for Treasurer, Commissioner Schedin seconded the motion.

With no other nomination for Treasurer, Commissioner Barz closed the nomination for Treasurer.

Commissioner Ruvoli made a motion to nominate Mark Ponton for Secretary, Commissioner Bickett seconded the motion.

With no other nomination for Secretary, Commissioner Barz closed the nomination for President.

With all offices filled President Barz closed all nominations and asked for a roll call to approve the motions of Commissioner Barz as President, Commissioner Schedin as Vice President, Commissioner Ruvoli as Treasurer and Commissioner Ponton as Secretary. Heads of Committees will be discussed at the Committee Meeting.

Aye: (5) Ruvoli, Schedin, Bickett, Ponton, Barz

Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

9. EXECUTIVE DIRECTOR REPORT –

- A. Approval of Audit Agreement with Hearne and Associates – FPD has used the audit services of Hearne & Associates for the past 6 years and staff is very pleased with them. A letter of engagement from Hearne & Assoc. has been received. It offers 2 options, either a 1 year or 3 year term. Staff recommended renewing the agreement with Hearne & Associates for a term of 3 years. President Barz asked for a motion to approve the Audit Agreement.

Commissioner Schedin moved to approve the Audit Agreement for 3 years with Hearne & Associates. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (5) Schedin, Bickett, Ponton, Ruvoli, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

- On behalf of herself and the staff, Gina expressed her thanks to Ellen Robinson for her 21 years of service and said she will be missed. The office hours have been reduced for the time being and the full time position vacated by Ellen will not be filled until further notice.

10. COMMITTEE REPORTS - None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS – None

14. ADJOURNMENT – Tornado Warnings interrupted the meeting.

Commissioner Bickett voiced his concerns with the deteriorating weather conditions and asked that the meeting be immediately adjourned. President Barz asked for a motion. Commissioner Bickett made a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of June 9, 2020 at 7:00 p.m. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

(Commissioner Bickett left the meeting before the roll was called)

Aye: (3) Schedin, Ponton, Ruvoli,
 Nay: (1) Barz
 Abstain: (0)
 Absent: (1) Bickett

Respectfully submitted,

Mary T. Strand
 Board Minutes Secretary