

FRANKFORT PARK DISTRICT  
BOARD OF COMMISSIONERS REGULAR  
MEETING TUESDAY, JULY 13, 2021  
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 7:10 p.m.

2. ROLL CALL

PRESENT Commissioner Barz

Commissioner Ruvoli

Commissioner McCarey

Commissioner Ponton

Commissioner Gentry

ABSENT: None

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

GUESTS: Residents Belinda Olszewski and Jessica Olszewski

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 June 8, 2021**

**B. Approval of the Executive Meeting Minutes of May 25, 2021.**

*Commissioner McCarey made a motion to approve the Regular Board Minutes of June 8, 2021 and the Executive Minutes of May 25, 2021. Commissioner Gentry seconded the motion. A roll call vote was taken.*

Aye: (5) Ponton, McCarey, Gentry, 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 **June 30, 2021 Accounts Payable and Payroll in the amount of \$140,293.06 - which includes travel and Lodging expenses.** Gina noted that Lisa's report was a good summary of the month's activities. She pointed out that Recreation made up \$90,369 of the revenue. The PCard system is being moved over to using the Fifth Third purchasing card. Commissioner Ponton asked for clarification of the tracking of personnel documents on the Paychex payroll system. It will be used for items like required training completion, and other personal information.

***Commissioner Ruvoli made a motion to approve the June 30, 2021 Accounts Payables and Payroll in the amount of \$140,293.06 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.***

Aye: (5) Ponton, Gentry, McCarey, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

***Motion approved***

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE- Mrs. Olszewski offered the Board a packet that she FOIA'd. She said that since the pandemic Jessica can no longer be fed or go on field trips. Gina explained that toileting and feeding was discontinued during the pandemic and has not been reinstated for safety reasons. The state is in discussion of these things and it is not sure if LWSRA can even reinstate the policies in a recreational based program. Discussion is also being held to determine if a recreational provider should ever have been doing the feeding and diapering in the first place. The Titans program is 5 hours long and Mrs. Olszewski would have to pick up Jessica after two hours to feed her and then bring her back. She feels that the Titans program is not meeting the needs of Jessica and others who used the program in the past. Gina will keep apprised with the State's policies to monitor the situation.
8. PRESIDENT'S REPORT –
  - President Barz congratulated the staff on a wonderful July 4<sup>th</sup> Event.
  - He said that the Chamber of Commerce Golf Outing was coming up and he was looking forward to it.
  - He said the new playgrounds are looking good.
  - He asked how the ponds were doing. Ed said overall very good. There haven't been issues with beavers since spring.
  - He said he would like to have more of the trees moved to field #5. A 36 inch spade is costly and hard to move.
9. EXECUTIVE DIRECTOR REPORT –
  - Gina reported now that more indoor activities are being held masks for those 12 and under are still a requirement. Also preschoolers and their teachers will wear masks. Basketball will also require masks.
  - Gina congratulated the staff for a wonderful July 4<sup>th</sup> event and thanked them for working on the Holiday. One complaint regarding the choice of music was received. It was well attended. Melrose will wait for a commitment to do the fireworks in 2022.
10. COMMITTEE REPORTS –
  - A. Special Recreation – LWSRA is holding a ribbon cutting ceremony for the playground adjacent to their facility. It was built by New Lenox Park District with an OSLAD Grant and substantial donations received by LWSRA. The LWSRA report that Mrs. Olszewski gave to Gina will be sent via email to all commissioners.
  - B. Building and Grounds Report
    - The Playgrounds installation continues depending on the weather. The equipment at Brookmeadow will begin July 12 and concrete work at Sandalwood later in the week.
    - Staff and George's Landscaping are discussing the ADA access to the playgrounds at Jansen and Jackson Parks. It involves curb cutting. Also the same contractor will be asked for a quote to connect the drain to the storm sewer at Stone Creek Playground.
    - Staff worked with the Village to manage a grade issue at Stone Creek Park. A resident, the Village and the District worked together to resolve.
    - The dog park gate is now fixed.
    - Staff worked to get everything ready for the fireworks on 4<sup>th</sup> of July.
    - The resurfacing of the Tennis courts at Main Park was completed and new nets installed.
    - A leak in the roof over the business center of the Founders building has been repaired.
    - Staff is working to remove invasive species at Lakeview North. Poison Ivy is rampant.

- One of the staff is leaving. A part time person is needed for inside work.
- Commissioner Ruvoli inquired when the Fire Alarm will be worked on. It was indicated that probably end of July.

#### C. Recreation Report

- The rec staff is preparing the brochure for fall and working with instructors to plan and schedule programs for the fall season. In addition special events and senior trips are being planned. Copies will be available at the office and distributed at the schools, Library and Village Hall, but will not be mailed. August 23 will begin registration.
- Preschool paperwork is due this week for the fall session. All classes are filled. The Me Too program afternoons for 2 year olds was cancelled.
- The Prairie Care Program will begin in September and a parent meeting will be held soon.
- June was very busy at the Splash Park.
- The first Party in the Park had a good showing and had high school volunteers organizing a kick ball game. Freddy's idays donated 200 ice cream cookie sandwiches. They will donate for the August Park Party too. July's party cancelled due to weather and will be rescheduled.
- 4<sup>th</sup> of July event had a good turnout. Traffic was just okay and will be tweaked next year.
- President Barz asked if there has been a problem now that brochures are not being mailed. Staff can copy a page or two if someone inquires. Stacy will see if there is any way to check who/how many look at the brochures online.
- Commissioner Ponton asked if volunteers are still needed for the Short Run 5K and what time to show up. Stacy will get him the information.
- President Barz told Gina that the Eagle Scouts are looking for a project. The staff will get some ideas together.

D. Public Relations – Deb's report was included in the Board's packets.

E. Planning Report – None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ponton thanked everyone for keeping the parks and programs running smoothly. He hoped all were enjoying their summer. Gina let him know that she informed the staff that last month he encouraged all staff to make sure that they took time to enjoy after the stressful year they had experienced.
- Commissioner Ruvoli thanked the staff for working on the great 4th of July event. He asked if Operation Playground has considered a new project or just raising money from the Fall Fest and the Pours for the Park. Commissioner Gentry offered to get in touch with Two Brothers Brewery. It will be in a beer garden and the Founders Center. Deb will get in touch with Hog Wild.

Stacy took photos of the commissioners for official use.

14. EXECUTIVE SESSION ***President Barz asked for a motion to go into 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. Commissioner McCarey made the motion and Commissioner Ruvoli seconded it. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:59 p.m.***

15. OPEN SESSION – With nothing further to discuss, President Barz asked for a motion to return to open session. ***Commissioner Ponton moved to end the Executive Session and return to the Regular Meeting at 8:40 p.m. Motion seconded by Commissioner Gentry. Motion passed by a voice vote.***

16. ADJOURNMENT — *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of July 13, 2021 at 8:40 p.m. Commissioner Ruvoli so moved and Commissioner Ponto seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.*

***Motion Passed***

Respectfully submitted,

Mary T. Strand  
Board Minutes Secretary