

FRANKFORT PARK DISTRICT  
BOARD OF COMMISSIONERS REGULAR  
MEETING TUESDAY, OCTOBER 12, 2021  
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 Ruvoli

Commissioner Ponton

Commissioner Gentry (*joined at 6:35 p.m.*)

ABSENT Commissioner McCarey

ALSO PRESENT Gina Hassett, Executive Director; Stacy Proper, Supt of Recreation; Edward Newton, Supt. Building & Grounds; Lisa Slattery, Business Manager; and Kristin Morrison, Recreation Supt/Early Childhood.

GUESTS: Belinda 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 September 14, 2021.**

**B. Approval of the Committee Meeting of September 24, 2021.**

***Commissioner McCarey made a motion to approve the consent agenda as presented and Commissioner Ponton seconded the motion. A roll call vote was taken.***

Aye: (4) Ruvoli, Ponton, McCarey, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Gentry

***Motion approved***

6. APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the **September 30, 2021 Accounts Payable and Payroll in the amount of \$514,823.91 - which includes travel and Lodging expenses.** Gina noted that the Accounts Payable exhibit did not print properly in the Boards packets, but the missing pages were given out at this meeting. Lisa told the Board that the high dollar amount was due to the payouts for several Capital Projects. Commissioner Ruvoli asked what percentage of the Bond has been paid out. Gina and Lisa are preparing a spread sheet showing the Bond Proceeds and payouts that will be presented at the Committee Meeting.

*(Commissioner Gentry joined at 6:35 p.m.)*

**Commissioner Ruvoli made a motion to approve the September 30, 2021 Accounts Payables and Payroll in the amount of \$514,823.91 as presented. Commissioner McCarey seconded the motion. A roll call vote was taken.**

Aye: (4) McCarey, Ponton, Ruvoli, Barz  
 Nay: (0)  
 Abstain: (1) Gentry  
 Absent: (2) Gentry, McCarey

***Motion approved***

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Stacey introduced Kristin Morrison to the newer commissioners noting that Kristin is not only the Superintendent of Recreation/Early Childhood, but that she teaches classes as well. Kristin said that currently there are approximately 140 children enrolled. She also is looking for teachers to hire. Commissioner Ruvoli inquired about the program named Me Two. It was misspelled as *Me Too* in the item he read. Kristin explained that it is a program that has been around for several years for two year olds and the correct title is ME TWO. She also said the program is suspended because of the need for more staff. Mrs. Olszewski came in late to the meeting and was invited to make her comments at the end of the meeting. She voiced her concerns regarding the boards blocking the pier at Janssen Park being vandalized. She suggested that maybe the pier could be taken down.
8. PRESIDENT'S REPORT –
  - President Barz remarked that the new playgrounds are looking wonderful.
  - He noted that there are several Halloween events that are being planned for the residents.
  - He said that the Pours for Parks event will be held on October 16<sup>th</sup>.
  - He mentioned that the commissioners' retreat will be held in November.
  - He asked Ed about the gardens and was told that the plots will be tilled after October 31.
  - President Barz spoke with the Mayor and was told that the Village will fund the FPD the extra \$2,500 for the fireworks on 4<sup>th</sup> of July 2022.
9. EXECUTIVE DIRECTOR REPORT –
  - COVID – Staff is monitoring the Covid mandates and policies set by the State and PDRMA. Indoor activities still require individuals over the age of 2 to wear a mask.
  - The DECO Grant – Staff is completing the budget template for the grant and has contacted Senator Hastings office to request the appropriate language to use when sharing that the District has been awarded the DECO Grant.
  - Power Outage – The power outage that occurred on September 27<sup>th</sup> blew out 55 ceiling fixtures that were recently installed. Staff is working with ComEd & PDRMA to get reimbursed for replacing them.

A. Approval of Splash Pad Change Order – Gina provided background and details for the Village's findings that the six foot chain link fencing is unacceptable. The Village staff is not offering a chance to seek a variance. President Barz discussed with the Mayor, but did not get the Village to rescind. A variance can be sought after approval and before the final stages. Staff is recommending that the Board approve the change order to avoid further escalating materials costs. Ed explained the size of the footings for the tank. Discussion was held. President Barz asked for a motion to approve the change order.

**Commissioner Ruvoli made a motion to approve the change order for Georges Landscaping in the amount of \$31,527 for the Splash Pad Renovation Project. Commissioner Ponton seconded the motion. A roll call vote was taken.**

Aye: (5) Ponton, McCarey, Ruvoli, Gentry, Barz  
 Nay: (0)  
 Abstain: (0)  
 Absent: (0)

***Motion approved***

- B. Approval of Borg Warner License Agreement – The ball field belonging to Borg Warner and adjacent to its building does not have an executed agreement to allow the Park District in conjunction with Frankfort Baseball to use it. The building and grounds is for sale and the owner provided a use agreement until 12-1-2021. It was reviewed by the Districts attorney and risk management firm. All use of the field is prohibited until a signed agreement is returned to Borg Warner. Gina will meet with Frankfort Baseball to discuss the future usage. President Barz also discussed with the Mayor and it is not clear if the new owner will allow the District to use the field in the future. The rezoning is due for a vote on October 14<sup>th</sup>. President Barz asked for a motion to approve the agreement.

***Commissioner Ruvoli made a motion to approve the Borg Warner License Agreement to use the ball field. Commissioner Ponton seconded the motion. A roll call vote was taken.***

Aye: (5) Ponton, McCarey, Ruvoli, Gentry, Barz  
 Nay: (0)  
 Abstain: (0)  
 Absent: (0)

***Motion approved***

- C. Approval of Resolution 2021-10 – Resolution regarding review of closed meeting minutes and destruction of audio and video recordings.

***Commissioner Gentry made a motion to approve Resolution 2021-10 regarding review of closed meeting minutes and destruction of audio and video recordings. Commissioner Ruvoli seconded the motion. A roll call vote was taken.***

Aye: (5) Ponton, McCarey, Ruvoli, Gentry, Barz  
 Nay: (0)  
 Abstain: (0)  
 Absent: (0)

***Motion approved***

10. COMMITTEE REPORTS

- A. Special Recreation – None

- B. Building and Grounds Report

- The splash pad demo was done on October 8<sup>th</sup>. Clean up is being done now.
- Brookmeadow Park is now complete. Swings are still on order, but Gina arranged to use one from a neighboring community and will replace it to them when ours arrive. Sandalwood has a small portion of the play surface that needs to be installed. It was delayed by weather.
- The Founders Center is still waiting on delivery of materials for the Fire Alarm system upgrade.
- Sara Springs storage building had new lighting installed inside. After the rebates in the ComEd efficiency program were applied it ended up being no cost to the district.
- Asphalt repairs have been completed. The contractor supplied a drone video of the installations. There was a repair needed on a resident's property and the contractor resolved it quickly.
- Lakeview South Park had the small pier removed and a gravel access to the shoreline installed. Staff closed off the pier at Janssen Park for safety reasons, but vandals keep removing the boards and tossing them in the pond. The maintenance department has now better secured the boards to block entry on to the pier. President Barz noted that a resident, in attendance tonight, went to the

media to complain about the situation without giving the District enough time to respond. Ed is staying on top of the situation checking it daily. Georges Landscaping has made several recommendations in regards to the Sandalwood Pier. The project will need go out to bid. Ed is getting additional information. Discussion was held. Commissioner Gentry clarified that the Lakeview South pier was removed and not repaired and Ed confirmed that it will not be replaced.

- Commissioner Ponton asked about the staffing. Ed said that some staff is out on medical leave and the seasonal staff are done.

#### C. Recreation Report

- The Winter/Spring Brochure is being evaluated for printing. There were a significant number of brochures left over from last printing so staff is considering other options to get it out to the residents.
- The Family Campfire and Campout were well attended. Thirty nine families attended the campfire and hayride. Fifteen families camped out.
- The Thriller at Main Park event is on October 16<sup>th</sup>. If weather is inclement, the event will be held indoors at the Founders Center. A clown, DJ, Slide, a spooky walk and pumpkin patch are all planned.
- The Fall Soccer League ended on October 9<sup>th</sup>. A survey was sent to the participants and the staff will meet with the league coordinator to review the comments.
- Flag Football started at Roma on October 11th. There are 150 players in the league and it has expanded to two nights. Staff worked with Roma to provide more space for the expansion.
- Preschool is going well. The students participated in fall activities that included a hayride. One class was rained out but staff is working to reschedule.
- Basketball registration is underway and begins in December.
- Commissioner Ruvoli inquired about a North Dakota trip that was mentioned. Stacy said it was a promotion for an upcoming trip being offered in 2022.

D. Public Relations – Debs 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 said he appreciates the outstanding job that Ed and his crew have been doing. He also commended Stacy and her staff on doing a great job. He said he wasn't sure if all is back to normal but all of the staff are doing a great job.
- Commissioner Ruvoli extended his gratitude to Julie for her work on the Pours for Parks event. He wished that the District could get a new truck before the snow falls. He said that he appreciates the staff's efforts on the program, park and finances.
- Commissioner McCarey noted that the next weekend would be very busy with the Frankfort Baseball playoffs, Falcon 8<sup>th</sup> grade ceremony and the Pours for Parks. Commissioner Barz asked how many attended and was told several hundred come out.

14. EXECUTIVE SESSION - None

**ADJOURNMENT — *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of October 12, 2021 at 7:42 p.m.***

***Commissioner McCarey so moved and Commissioner Ruvoli seconded the motion. A roll call vote was taken.***

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

Nay: (0)

Abstain: (0)

Absent: (0)

***Motion Passed***

Respectfully submitted,

Mary T. Strand

Board Minutes Secretary