

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JANUARY 11, 2022
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

(Meeting was conducted in person and via zoom. Public was able to join in person or zoom.)

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT Commissioner Ruvoli

Commissioner Ponton *(via zoom)*

Commissioner Gentry *(via zoom)*

Commissioner McCarey *(via zoom)*

ABSENT Commissioner Barz

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

GUESTS: Belinda Olszewski, resident.

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 pro tempore Ruvoli asked for a motion to approve the Consent Agenda.

A. Approval of the Regular Board Meeting Minutes of December 14, 2021.

B. Approval of the Special Board Meeting Minutes of November 13, 2021.

Commissioner McCarey made a motion to approve the Regular Board Meeting Minutes of December 14, 2021 and Special Board Meeting of November 13, 2021 as presented. Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (3) Ponton, McCarey, Gentry,

Nay: (0)

Abstain: (1) Ruvoli

Absent: (1) Barz

Motion approved

6. APPROVAL OF BILLS (financial reports attached) – President pro tempore Ruvoli asked for a motion to approve the **December, 2021 Accounts Payable and Payroll in the amount of \$304,096.99- which includes travel and Lodging expenses.** Commissioner Ruvoli asked for clarification of the payment for tree installations. Lisa said they were done in November but paid for in December. He also asked about the final payouts to George's landscaping for the playgrounds. There will still be some expenses to come for accessories, but they will be installed by the maintenance department.

Commissioner Gentry made a motion to approve the December, 2021 Accounts Payables and Payroll in the amount of \$304,096.99 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Barz

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT –

- President pro tempore Ruvoli wished everyone a Happy New Year.
- He thanked Stacey and the staff for all the wonderful events over the holiday season.
- He told Ed that he appreciated all the work his department are doing to keep up with the weather and needs of the District.
- He said Lisa did a great job on the audit and it went well
- The holiday party needed to be cancelled, but he thanked Gina for her efforts and hopes to be able to get together with the staff soon.

9. EXECUTIVE DIRECTOR REPORT –

- Covid Pandemic – The District continues to monitor the mandates and policies set forth by the State and PDRMA and works within the guidelines. Staff has modified the isolation/quarantine time for the staff that are exposed or tested positive. Lisa and Stacy addressed the issues on the refunds. Mask mandates have been the reason for some hesitancy on registering for some events. There have been some Covid exposures at the preschool and staff imposes the state guidelines.
- DCEO Grant – This grant is the funds that were provided for the Splash Pad by Senator Hastings. Staff has addressed the questions posed by the grant administrator on the submitted application. The Grant Administrator has confirmed receipt of the documents.
- Borg Warner – After the rezoning staff has not had further communication with representatives from Borg Warner. Gina reached out to the Mayor in regards to comments he made regarding BW donating the baseball field. Gina then contacted BW and expressed interest in having BW donate the baseball field to FPD.
- Fire Alarm – Staff is waiting for the testing with the fire department.
- Athletic Director – Staff interviewed two candidates, but have not made any offers yet.
- Lighting – Ed is still waiting on some of the lights that were knocked out by a power outage in September. He is in contact with the supplier/installer.

10. COMMITTEE REPORTS

A. Special Recreation –None

B. Building and Grounds Report

- Staff has been working on the Ice Rink. After a partial thaw, some rips in the liner needed repair. It is looking good now and the colder weather in the next few days should help it.
- A permanent part-time person in the Building and Grounds department is retiring. Staff is evaluating the position to attract additional candidates.
- Ed reported that his department has switched to new cleaning products that work faster leaving more time for the winter maintenance of snow removal.
- Commissioner Ruvoli asked about the sled hill. Ed reported that the snow so far was good only for a short time, but it was used.
- Commissioner Ruvoli inquired about the Christmas tree recycling project. Ed reported that it is ongoing. The trees are put through a chipper. Adding the trees

to the ponds to form habitats is not usually done because the ponds are not deep enough in most cases.

C. Recreation Report

- The Winter/Spring brochure is online and most of the registration is done online. Some of the programs are filling fast.
- The Daddy-Daughter Dance has one session sold out and the second is almost full as well. There are 150 spots in each session.
- Covid mitigation guidelines are being relayed to all who sign up for events and programs.
- The Polar Express returned this year. There were 3 train cars per session with each half full, 70 participants. There were 3 sessions and the Lions Club helped out and served refreshments.
- The temporary part-time employee is helping out mostly at the Pre-school. She helps Stacy with other tasks and has been a real help.
- The Youth Basketball League will have their first game January 22nd. Jersey's will be delivered January 18th.
- Commissioner Gentry inquired what the minimum age for score keepers was. It is 16, however some younger could assist and get some community service hours.

D. Public Relations – Debs report was included in the Board's packets and the commissioners had no questions or comments.

E. Planning Report – Gina told the Board that she is preparing an agenda for the January Committee Meeting. It will include information on widening the asphalt path at Commissioners Park, bids for the second phase of paving at some parks and the mowing bid that may include some additional areas to be mowed by the vendor. Commissioner Gentry inquired about the information Executive Director Hassett sent to the commissioners. She has not had further communications with them. He asked for her to follow up because he thinks there is a significant opportunity for additional income.

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ponton said Happy New Year to everyone.
- Commissioner Gentry He said Happy New Year and stay warm and healthy.
- Commissioner McCarey asked Gina for a printed copy of the packet. He said he hoped everyone had great holidays and Happy New Year. He is looking forward to the holiday party..

14. EXECUTIVE SESSION - None

ADJOURNMENT — *President pro tempore Ruvoli asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of January 11, 2022 at 7:04 p.m. Commissioner McCarey so moved and Commissioner Ponton seconded the motion. A roll call vote was taken.*

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

Nay: (0)

Abstain: (0)

Absent: (1) Barz

Motion approved

Respectfully submitted,

Mary T. Strand

Board Minutes Secretary