

**Minutes of the Regular Meeting of the
Posen Park District Board of Commissioners
On Thursday June 17, 2010 at 7:00PM
at the Offices of the Park District on 143rd & Campbell**

Opening: President Whitcomb called the meeting to order at 7:05PM. Upon roll call Commissioners Whitcomb, Chmielak, and Lopez were present. Commissioner Murphy was absent. President Whitcomb led those present in the Pledge of Allegiance.

Additions/Revisions To The Agenda: There were none.

Citizens To Be Heard: There were none.

Approval of Minutes: Commissioner Whitcomb presented the minutes of the regular meeting on Thursday June 3, 2010. Commissioner Chmielak moved to approve the minutes as presented. Commissioner Lopez seconded the motion. All Commissioners voted Aye, motion carried. Commissioner Whitcomb presented the minutes of the regular meeting on Friday June 11, 2010. Commissioner Chmielak moved to approve the minutes as presented. Commissioner Whitcomb seconded the motion. All Commissioners voted Aye, motion carried.

Approval of Ordinances/Agreements: Commissioner Whitcomb read the Prevailing Wage Ordinance for the second time. Commissioner Lopez moved to approve the Ordinance, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

Commissioner Reports:

Finance: Commissioner Murphy

In the absence of Commissioner Murphy, Commissioner Whitcomb reported the following.

Approval of Bills: None to report.

Treasurer's Report: None to report.

2010/2011 Budget & Appropriation Ordinance: With a couple minor adjustments, the Budget and Appropriation numbers have been finalized the reading schedule for the Appropriation Ordinance upon completion. The posting must be made and the Ordinance available 30 days in advance, the 1st reading will be at the July 1 regular meeting, the second reading and Public Hearing at the July 15 regular meeting, and the 3rd reading and approval will take place at a special meeting called for July 22. The hearing notice will be posted in the Messenger, and the Ordinance will be put on the website. A resident had a couple questions regarding taxes, which were addressed and stated to be covered under Open to the Public.

941 Payments: We are paying payroll taxes again and the first deposit was made. A check was cut to resolve the rest of our back taxes. We need to find the payment coupon book.

Chase Account: The account is set up, and we will need to transfer funds to bring up to the minimum balance. Commissioner Chmielak commented that the Treasurer's Report needs to be here and available to us and the public in print at every meeting. Commissioner Chmielak moved to purchase a smart stick for file transfers, seconded by Commissioner Whitcomb. All Commissioners voted Aye, motion carried.

Maintenance: Commissioner Chmielak

Summer Help Hiring: Tabled due to background checks pending. We are waiting on one additional background check. Commissioner's & Zuziak Parks have been weedwacked, as has Memorial Park. The grass has been cut multiple times, but the rain has delayed the grass cutting at this time because it is impossible to run the mowers over the grass. A number of equipment and grounds maintenance issues are being tackled by our employee. The employee has been working out very well and has a high work output. The second grasshopper is near operable, and the Kubota will be delivered from the township shortly. The equipment at Therapeutic Park has been painted. Some pieces of equipment needed for the future were discussed, including a cherry picker, pushmower, and supplies to fix equipment as it breaks. The donated cabinets were installed, but we will need safety cabinets for the flammable liquids and will need more cabinets period to organize the garage properly. Someone from Circle Tractor will come by to help us after the 4th of July to look over the tractor and teach us how to use it so we can begin to use it to cut the grass.

Recreation: Commissioner Lopez

Newsletter: Commissioner Lopez emailed a rough draft and the other Commissioners had a few details and changes to make. The changes were discussed, including changing the proposed meet and greet to be at Therapeutic Park to dedicate the new equipment on July 10th. Commissioner Lopez will modify and redraft the newsletter to the Commissioners for final changes then it will be printed and distributed to the community. A brief discussion ensued regarding border timbers ordering to finish off the other parks, and Commissioner Whitcomb is seeking quotes. Finances are tight, but safety needs to be addressed. The logo contest was discussed and it was agreed that the deadline will be the last day of October.

Dixie Dash: The park district will work on getting more involved for next year, but the concern is not getting any traffic to open up the concession stand for this year. Maybe we can make the park into a stop for next year.

Policy: Commissioner Whitcomb

Bylaws Review & 1st Reading: Commissioner Whitcomb read the 1st reading of the Bylaws and gave a brief description of the ordinance.

Park District Literature: Commissioner Whitcomb will be purchasing the agreed upon literature.

SWSRA Meeting Report: The meeting took place June 16th at Midlothian Park District. Summer programs are proceeding as normal and Posen is up to date on all dues. The next meeting is in July, and we host in August. Commissioner Whitcomb is working on securing the Village Hall for the meeting.

Commissioner Posting: There is a posting for one remaining Commissioner spot on the Board. The posting is open until June 30th. Anyone would be appointed until the April 2011 election, when all Commissioners will have to run for reelection. Interested applicants need to send in a letter of interest and resume.

Signs: Park District rules signs and welcome signs will be in the parks soon, with work on them scheduled to begin when funds are available and an additional employee is hired.

Release of Minutes: Commissioner Whitcomb asked the Board for a vote to release certain closed session minutes to the bond company and only the bond company for the purposes of facilitating the recovery of money from our Treasurer's bond. The motion was made by Commissioner Whitcomb, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

Old Business:

Therapeutic Park Installation & Midlothian Equipment Installation: Therapeutic Park equipment will be delivered Friday June 18th and installation will begin Monday June 21st. The installer, Todd Mazza, came out Monday to look at the installation site. Installation will take two or three days. We will be responsible for unloading the truck, and have asked the Village for use of their fork truck for unloading the equipment into Commissioner Chmielak's garage. Commissioner Murphy was contacted by Commissioner Whitcomb and asked to narrow down the delivery timeframe for the truck. The Midlothian equipment has been removed, and is awaiting reinstallation by S&J Construction after they finish the project they halted to meet Midlothian's removal deadline..

Office Equipment: Commissioner Whitcomb is narrowing down choices for the new all in one, and has researched prices for a new computer. Tim Hoogland with House of Bugs is offering the best system for price. Commissioner Whitcomb moved to purchase the new computer system at a price of \$670 pending warranty information, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

Court Resurfacing: The matter is delayed indefinitely due to union issues with possible striking. The project is not time sensitive and we can wait to see when and if something materializes.

Long Term Planning: The Board discussed a few of the future improvement plans, which included an additional garage at Therapeutic Park, new maintenance equipment, modifying the existing garage into an office and recreational area to host indoor programs, new equipment at all parks, and a new array of summer and year round programming.

New Business:

Facebook Page: Commissioner Whitcomb stated that he would like to create a Park District Facebook page.

Minnesota Joint Purchasing Program: Commissioner Whitcomb stated this is an easy way to get discounts on a variety of merchandise on top of the last one we joined. Commissioner Chmielak motioned to join the program, seconded by Commissioner Lopez. All Commissioners voted Aye, motion carried.

Other Business:

The meeting with the police chief was not entirely productive. It is not certain that the proposed fine splitting is a legal possibility. We will have to explore the avenue further to find the proper avenue to enact so our rules have enforcement behind them to deter offenders.

Open To Public:

Mary Ericksen asked if we are going to send the logo contest information into the schools. She also asked if we could circulate our newsletter through the schools, library, and church groups in addition to door to door. She also asked if the flyer would be in Spanish as well. The Board responded favorably to all suggestions, also stating that they may be able to put flyers in Spanish at set locations, but that it would be costly to go door to door with both. She also asked if we were still hiring a Treasurer. It was stated that this is remaining in the budget, and if someone was hired it would be for both Secretary and Treasurer and they would have no signing power on any account. She also asked if the issue with the outstanding security badges was resolved, which the Board responded that it was pending.

Curtis Jackson inquired about the Court Resurfacing, to which the Board responded is a possible donation through companies and laborers that are currently preparing to go on strike.

Executive Session (if needed): None needed.

Adjournment: Commissioner Chmielak moved to adjourn the meeting. Commissioner Lopez seconded the motion. All Commissioners voted Aye. Meeting adjourned at 8:34 PM.