

Minutes of The Regular Meeting
Of The Posen Park District
Held On April 6, 2010
At The Offices Of The Posen Park District
143rd & Campbell

Opening:

President Lemke called the regular meeting to order at 7:04PM. Upon roll call by Commissioner Whitcomb, Commissioners Lemke, Whitcomb, Murphy and Chmielak were present. Commissioner Nichols was absent.

Additions/Revisions to Agenda:

Bypassed due to Attorney Narko not yet being present.

Citizens To Be Heard:

Craig Payan (Insurance Overview): Craig Payan and Joan Janzon from PA&T Insurance attended the meeting to give the board a basic overview of the coverage for the district. The coverage was reviewed in detail and reports were given to the board. The board asked questions about event coverage, liability for volunteer injuries, recoup of funds in case of fire or other disaster, employee liability for automobiles, and the need to pursue additional writers in case of activities or special programs versus our regular coverage. Attorney Narko joined the meeting during this presentation. Benefits to Posen Park District include a limit of \$3,000,000 for liability with other specialized limits for other areas. The Worker Compensation policy was discussed and the specific payroll documentation will be located and attached to the form. This will be straightened out in Executive Session and finalized the next day.

Additions/Revisions to Agenda:

Motion made by Commissioner Murphy, to move off the regular agenda directly to Attorney's Report, seconded by Commissioner Chmielak. Roll call was taken with all present voting Aye, motion carried.

Attorney Report:

Commissioner Murphy motioned to go into executive session to discuss litigation, pending litigation and insurance forms. Commissioner Lemke seconded the motion. Roll call taken, all Commissioners voted Aye, the board entered Executive Session at 7:24pm.

EXECUTIVE SESSION

At 8:00pm, Commissioner Chmielak motioned to return to the regular meeting. Commissioner Murphy seconded the motion. Roll call taken, all Commissioners voted Aye, the board returned to the regular meeting at 8:04pm.

Motion made by Commissioner Murphy to move off the regular agenda and proceed directly to Approval of Ordinances/Agreements, seconded by Commissioner Whitcomb. Roll call was taken with all present voting Aye, motion carried.

Approval of Ordinances/Agreements:

Ordinance Authorizing Settlement Agreement: Commissioner Whitcomb presented Ordinance 04-06-10 for approval. The Ordinance was explained briefly for public benefit as authorizing the settlement of the Terry Sullivan v. Posen Park District lawsuit whereby the Posen Park District will retain ownership of the Zuziak Park property remit a portion of the earnest money, and have a portion of earnest money funds released for use by the district. Motion made by Commissioner Murphy, to approve Ordinance 04-06-10, seconded by Commissioner Lemke. Roll call was taken with all present voting Aye, motion carried.

Settlement Agreement: President Lemke and Secretary Whitcomb signed and sealed two copies of the Ordinance and Settlement Agreement, and turned them over to Attorney Narko to facilitate their execution by Terry Sullivan.

Citizens To Be Heard:

Soccer League Representatives: The representatives for the one soccer league had to leave during Executive Session and the other league representative was not present.

Joel Hubert (Baseball Practices): Not present at the meeting.

Approval of Minutes:

Commissioner Whitcomb presented the following minutes to the board for approval. All Commissioners reviewed the minutes as they were presented. Motions were made and seconded, and roll call votes were taken on each as follows.

Regular Meeting of March 2, 2010: Motion made by Commissioner Murphy, to approve the minutes as presented, seconded by Commissioner Chmielak. Roll call was taken with all present voting Aye, motion carried.

Special Meeting of March 11, 2010: Motion made by Commissioner Murphy, to approve the minutes as presented, seconded by Commissioner Whitcomb. Roll call was taken with all present voting Aye, motion carried.

Executive Session of March 2, 2010: Motion made by Commissioner Murphy, to approve the minutes as presented with the stipulation that they remained closed to the public at this time, seconded by Commissioner Whitcomb. Roll call was taken with all present voting Aye, motion carried.

Executive Session of March 11, 2010: Motion made by Commissioner Whitcomb, to approve the minutes as presented with the stipulation that they remained closed to the public at this time, seconded by Commissioner Chmielak. Roll call was taken with Commissioners Whitcomb, Chmielak and Murphy voting Aye and Commissioner Lemke voting Nay, motion carried.

Approval of Ordinances/Agreements: Covered earlier.

Reports:

Finance: Commissioner Murphy

Commissioner Murphy presented the bills statement for approval. The beginning checkbook balance on 02/26/2010 totaled \$12,542.64. The bills presented for the month of March totaled \$1,506.49. The incoming deposits totaled \$51,865.91. Transfers of \$24,000.00 were made to the Money Market Account. Ending balance for 03/31/2010 is \$36,776.49 in the General Checking Account. The board discussed the bills further:

Super Fleet: Commissioner Whitcomb provided Commissioner Murphy with a possible ID number to use for Super Fleet to run the credit check for issuing a fuel card account to the district. Continued to next meeting.

Workman's Compensation: Covered in Insurance Report.

Nextel: Commissioner Whitcomb stated that this had been discussed in prior meetings and his feelings were well known. Motion made by Commissioner Whitcomb, to cancel the Nextel account, seconded by Commissioner Murphy. Roll call was taken with all present voting Aye, motion carried.

JS Paluch: The billing department is not responding to Commissioner Murphy. Commissioner Whitcomb motioned to send a certified notice to JS Paluch detailing why we will not be paying this bill. Commissioner Murphy seconded the motion. Roll call taken with all Commissioners voting Aye, motion carried.

Approval of Bills: Commissioner Chmielak moved to approve the bills as presented. Commissioner Lemke seconded. Roll call taken, all Commissioners voted Aye, motion carried.

Waiver of Deposit: Commissioner Whitcomb stated that the Krygowski Family Picnic is on July 25th and they never received their security deposit back last year despite leaving the park in good condition. Commissioner Whitcomb proposed that the board speak with the Krygowskis and count the held deposit as their deposit for this year and refund it after this year's event.

Capital Improvements: None. Commissioner Nichols was absent.

Maintenance: None. Commissioner Nichols was absent.

S.W.S.R.A:

Commissioner Whitcomb reported on the March SWSRA meeting, which was held at the Blue Island Park District. The SWSRA budget for the 2010/2011 Fiscal Year was discussed and will be brought up for approval at the April meeting. Commissioner Chmielak attended the meeting as well and Commissioner Chmielak uncovered an error in the calculation in our SWSRA member payment. The correction of this error will result in approximately \$800 in savings to the park district.

Commissioner At Large: Commissioner Chmielak

Commissioner Chmielak has been inspecting the parks and detailed a list of the problems that need to be resolved. The roof on the garage is in need of repair. The concession stand roof is leaking. General maintenance is needed all around. Commissioner Whitcomb stated that the residents pay us taxes and are entitled to much better service than they have been receiving from the park district and that maintenance needs to be performed. Commissioner Chmielak inquired if board approval is needed for every repair that he locates and undertakes. The board responded no. Discussion ensued regarding a cleanup day this month, a volunteer meeting and community service possibilities. The room came to a consensus that this was needed. Commissioner Whitcomb stated that the discussion could continue under open to the public after meeting business is concluded.

Superintendent's Report: None. Jim is off duty.

Attorney Report: Covered earlier.

Old Business:

IDOT Equipment Purchase: Commissioner Murphy stated that the paperwork has been approved and is awaiting payout. The equipment should be installed in the next 30-45 days barring delays. The board recounted the events as they have transpired thus far to the public regarding the error in negotiations and the fact that Jody Chmielak found the letter stating the entitlement the district had to the equipment that the board in 2007 and 2008 had missed entirely. The catalog was circulated to the public to see the equipment.

941 Payment: The initial issue has been resolved, and now we have to wait until the IRS gets their paperwork in order.

Jim's Car: Commissioner Whitcomb stated he had typed a letter to Superintendent Jozwiak detailing a mandate to remove his personal vehicle from the garage pursuant to park district ordinance. Commissioner Whitcomb motioned to send this letter certified to Jim to remove the vehicle by April 21, seconded by Commissioner Murphy. Roll call taken with all Commissioners voting Aye, motion carried.

Office Ramp: Discussion ensued regarding our handicapped fund appropriations and how we should use the money not paid to SWSRA to make the office and parks more handicapped accessible. Commissioner Chmielak stated he would look into this.

Easter Egg Hunt Report: Commissioner Whitcomb reported that over 200 people attended the hunt and all 3,000 eggs were gathered in four minutes. Commissioner Whitcomb went to the Community Center and passed out a few extras to kids attending the Bunny Breakfast.

Informational Posters: New labor law posters are needed to be in compliance before we hire any workers. Motion made by Commissioner Whitcomb, to purchase labor law compliance posters for the office, seconded by Commissioner Chmielak. Roll call was taken with all present voting Aye, motion carried.

Locks re-keyed: Commissioner Chmielak reported that the locks have been rekeyed and that the locksmith recommended a change of the entire concession stand door and frame. Commissioner Whitcomb motioned to purchase a new latch and padlock system for the Little League Garage as the door is in bad shape and not secure, seconded by Commissioner Chmielak. Roll call taken with all Commissioners voting Aye, motion carried.

TIF Joint Review Board Meeting Report: Commissioners Whitcomb and Chmielak attended the meeting. The TIF administrator stated that we could submit for improvements for Commissioners Park. Commissioner Whitcomb recommended that the public present pursue the vacant public seat on the TIF board if interested.

New Business:

Discuss E-Checks: Topic was tabled until next meeting for Commissioner Murphy to collect information to present to board. Commissioner Murphy motioned to purchase Quickbooks checks as opposed to regular bank checks, seconded by Commissioner Chmielak. Roll call taken with all Commissioners voting Aye, motion carried.

Park District Literature Materials: Topic was tabled until next meeting for Commissioner Whitcomb to collect information on pricing for the board. Commissioner Chmielak moved to table the next four agenda items until the next meeting, seconded by Commissioner Murphy. Roll call taken, all Commissioners voted Aye. Motion carried.

Office Equipment Purchase: TABLED

Revised Employment Application, Purchase Order & Permit Application: TABLED

New Bylaws Manual: TABLED

Summer & Office Personnel: TABLED

2010/2011 Fiscal Year Meeting Calendar: Commissioner Whitcomb announced he would bring a calendar for the 2010/2011 fiscal year meetings to the next meeting. Meetings will now be held on the 1st & 3rd Thursdays of each month at 7:00PM at the Park District Office.

Annual Meeting & Officer Elections (May 6th): Commissioner Whitcomb announced that the May 6th meeting is the annual meeting and officer elections, officer appointments, and committee appointments for the 2010/2011 fiscal year will take place at this meeting.

Correspondence:

Commissioner Whitcomb stated he had signed at the Post Office for a certified letter addressed to former Commissioner Myers. Commissioner Whitcomb will deliver the letter for her to open and he will then respond as appropriate and inform the sender that she is no longer on the board.

Commissioner Chmielak picked up the Blue Island Program Manual. Commissioner Whitcomb detailed the Intergovernmental Agreement with Blue Island to the public.

Commissioner Murphy presented the estimate from S&T Landscaping for lawn care, which was discussed by the board as a possibility.

Open to Public:

- Jody Chmielak informed the public of the Park District website.
- Mr. Ericksen asked about the car in the garage, to which the board responded it would be removed.
- Mr. Juarez asked if the baseball fields would be refurbished, to which the board responded yes, and that Blue Island Little League could be negotiated with in the future. Also a field could be converted for soccer.

- Jody Chmielak commented that the use of the concession stand should be retained exclusively for Posen Park District use.
- Mrs. Goodwin asked what Joel Hubert wanted with the baseball field, to which Commissioner Whitcomb responded that would be for baseball practices.
- Mrs. Goodwin asked about the soccer leagues and possible fees. The board was given the contact information for this soccer representative.
- Jody Chmielak inquired about contracts and special use permits, to which the board responded specific charges and contracts would be on individual basis and type of organization and frequency of use would be taken into account for use permits.
- After public discussion, Thursday April 15 was scheduled for a volunteer meeting and a cleanup weekend will take place after this meeting.
- Mrs. Ericksen asked about JS Paluch under Finance. The board responded about what JS Paluch is as a company and that the Park District disputes the charge, as we did not order any ad space.
- Mrs. Ericksen asked why the Park District did not know that SWSRA was behind on payments when Mr. Jacobs said we were caught up. Commissioner Whitcomb stated that the information now is correct and that Mr. Jacobs provided inaccurate information.
- Mrs. Ericksen asked about the Pension tax on the tax bills and who is getting this. The board responded that the board does not know about where this goes, nobody here is receiving the pension, and nobody here set up the pension. This is being looked into.
- Mrs. Ericksen inquired how many meetings Commissioner Nichols is allowed to miss before vacating his office. Commissioner Whitcomb responded three consecutive regular meetings as prescribed by Ordinance and that he has missed two consecutive.
- Mr. Juarez asked who updates the website and when it went up, to which the board responded MarketMe Designs and that the site went up in January.
- Mrs. Ericksen asked about the office equipment that was tabled. The board responded that this would be a new computer and copier.
- Mrs. Ericksen asked what else is in the garage and what needs to be fixed. The board responded that the other contents are park district equipment, an inventory needs to be done, and that the tractor specifically needs to be repaired but other assessment is needed.
- Mrs. Ericksen asked if the district was accepting applications, which the board responded to saying not at this time.

Executive Session (If Needed): Covered earlier.

Adjournment:

Commissioner Murphy made the motion to adjourn the meeting. Commissioner Lemke seconded the motion. All Commissioners voted Aye. The meeting adjourned at 9:15pm.