

Minutes of The Special Meeting
Of The Posen Park District
Held On April 21, 2010
At The Offices Of The Posen Park District
143rd & Campbell

Opening:

President Whitcomb called the regular meeting to order at 7:03PM. Upon roll call by Commissioner Whitcomb, Commissioners Whitcomb, Murphy and Chmielak were present. The Pledge of Allegiance was recited.

Citizens To Be Heard:

Approval of Ordinances/Agreements:

Commissioner Whitcomb introduced an Ordinance Authorizing Payment of Routine Contracted Service and Miscellaneous Operational Expenses Under \$200 without needing to call a meeting for approval. The Board discussed the Ordinance and agreed that it was needed. All purchases would be verified by warrant at the next meeting. It was discussed that it needs to be checked into how many times an Ordinance should be read before adoption. The Ordinance language was agreed upon and an official reading was made for the public.

Old Business:

SuperFleet: Commissioner Murphy reported that the company is redoing some of their records forms and will process our analysis and report their decision on our fuel card account within the next couple days. The card will be used at an in town gas station.

Worker Compensation: Commissioner Murphy reported that compliance has been met and we have been approved for coverage for 2010/2011 at a rate of \$2,792 upon official submission of application. Motion made by Commissioner Chmielak to pay the indicated premium to Accord for coverage with an effective date of April 26, 2010, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

Approval of Employment Application, Timesheet, and Permit Application: Commissioner Whitcomb presented the forms for approval. Brief discussion ensued on the forms presented. Commissioner Whitcomb motioned to approve the timesheet, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried. Commissioner Chmielak motioned to approve the permit application, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried. Commissioner Whitcomb motioned to approve the employment application, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

Bylaws Manual: Commissioner Whitcomb provided Commissioners with draft copies of the bylaws manual. Brief discussion ensued on the content. The Ordinance combines and updates the General Ordinance, Ordinance Governing Business, and the old and new Rules Ordinance for Conduct in the Parks. The Commissioners are to review the Ordinance, make their suggested changes, and send them to Commissioner Whitcomb for updating for discussion at the next meeting.

Summer Help: The Board discussed how many part timers to hire for the summer maintenance. It was agreed that office personnel would be tabled due to lack of available funds, and that we need and only have the resources to hire two part time maintenance techs.

SWSRA Payment: Commissioner Whitcomb attended the meeting this morning, and stated that the payment due for this 2009/2010 fiscal year is \$12,763.50. We have the money and we need to be caught up on all of our obligations and have it on our and SWSRA's books for audit purposes this fiscal year. Next year's payment will be two installments of \$7,175, due as we receive our tax bill installments. Commissioner Whitcomb motioned to pay the SWSRA dues for 2009/2010, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

OFF AGENDA: Approval of Permit Applications:

Commissioner Whitcomb made a motion to move off the agenda directly to permit application approval, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

A rental for May 16th at Commissioners Park for Mr. Alvarez was discussed. The Board informed him they would check on the trampoline in regards to insurance. With no further questions, Commissioner Whitcomb moved to approve the application, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

Commissioner Whitcomb motioned to move back to the regular agenda, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

IDOT Equipment Update: Commissioner Murphy reported that IDOT sent the check to Playmasters for the equipment and we owe them \$11,124.00. We also need to pick colors for the equipment. The Board and the public took some time to examine the options and discuss color choices for the equipment, which will be placed at Therapeutic Park.

Commissioner Murphy moved to pay the balance due to Playmasters for \$11,124.00 for the equipment purchase and installation, seconded by Commissioner Whitcomb. All Commissioners voted Aye, motion carried.

Park District Literature: Commissioner Whitcomb described the literature available through IAPD. He will bring prices next meeting.

New Business:

Service Sanitation: The number of Portajohns needed was discussed. It was decided one would be placed at Memorial and Commissioners Parks for now, with Therapeutic possible later. Commissioner Whitcomb moved to have two Portajohns delivered for summer use at Memorial and Commissioners Parks, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

Payment of Bills: The remaining bills for payment were ComEd for all parks. The Board also discussed whether to purchase virus software and Microsoft Office, but it was decided to pursue free programs first. Commissioner Whitcomb motioned to approve the ComEd payments, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried.

Job Posting: The posting notice for part timers was discussed. Commissioner Murphy moved to post the job notice, seconded by Commissioner Whitcomb. All Commissioners voted Aye, motion carried.

Records: Commissioner Whitcomb stated he has recopied and made inspection ready, the minutes from 1997-2003. He requested permission to destroy the originals now that copies are at hand for public access.

Other Business:

Commissioner Chmielak stated that he has spoken with residents at Zuziak Park regarding a mud issue and dead trees near their properties that we need to address. A resident has also been cleaning the parks of garbage over the past several weeks.

Commissioner Whitcomb stated he had submitted a grant proposal to Sears to renovate our ball fields, and asked if we had the ability to make the fenced field ready for practices if residents are interested.

Commissioner Chmielak stated we should move the dumpster next to the handicapped spot so that anyone hiding behind it to mess around in their vehicles is subject to a ticket for parking in a handicapped zone. Commissioner Whitcomb stated the need to approach the police chief about patrolling and fine splitting.

Commissioner Chmielak highlighted the work completed at Memorial Park during the volunteer day, including garbage removal, cleaning of fields and dugouts, removal of broken equipment, and garage cleanout. We also need to make a list of signs for the parks as many are needed.

Correspondence:

- IAPD has sent a letter mentioning free online training for members in several key areas.
- Vehicle sticker has been purchased and needs to be on the truck
- The Zuziak release and receipt from Sullivan has been received, the matter is resolved.
- Two resignation letters were received, one from Edward Lemke, and one from Henry Nichols, resigning from the Board of Commissioners. These were delivered to the attorney along with their keys. Commissioner Chmielak moved to accept Henry Nichols' resignation, seconded by Commissioner Murphy. All Commissioners voted Aye, motion carried. Commissioner Chmielak moved to accept the resignation of Edward Lemke, seconded by Commissioner Whitcomb. All Commissioners voted Aye, motion carried.

Open to Public:

- Jody Chmielak presented information on the PepsiCo Grant process to the Board.
- The Board and residents discussed wiring the fenced ball field as a testing ground for robotic lawnmowers.

Executive Session (If Needed):

Commissioner Murphy motioned to go into executive session to discuss legal status of an employee, seconded by Commissioner Whitcomb. Roll call taken, all Commissioners voted Aye, the board entered Executive Session at 8:30pm.

With no further business to discuss 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 8:38pm.

Adjournment:

Commissioner Murphy made the motion to adjourn the meeting. Commissioner Chmielak seconded the motion. All Commissioners voted Aye. The meeting adjourned at 8:39pm.