

Minutes of the Regular Meeting of the Posen Park Board of Commissioners
On Thursday April 19th, 2012 at the offices of the Park District at 7:01 p.m. on 143rd and
Campbell.

President Whitcomb called the meeting to order at 7:02 pm. Upon roll call, President Whitcomb, Commissioner Chmielak, Commissioner Murphy, Commissioner Lopez were present. President Whitcomb led those present in the Pledge of Allegiance. Commissioner Haran arrived at 7:07 pm.

Additions/Revisions to the Agenda: There were none.

Approval of Minutes: Commissioner Murphy made a motion to approve the minutes of the April 5th, 2012 regular meeting with minutes to the Executive session remain sealed. President Whitcomb second it. Commissioners Murphy, Chmielak, Lopez and Whitcomb voted aye. Commissioner Haran passed. Motion carried.

Treasury Report: Commissioner Murphy reviewed and submitted the General Ledger report. Commissioner Murphy made a motion to accept the general ledger report for April 19th. President Whitcomb second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried. Commissioner Murphy stated the bill for the newsletter was raised from \$525.00 to \$700.00. Commissioner Haran stated he will go and talk to the owner of Budget Printing and go over the bill with him and make the deposit needed so they can start the printing of the newsletter at \$525.00. Commissioner Murphy made a motion to pay the unpaid bills of \$22,561.56. Commissioner Whitcomb second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

Finalization of Language and First Reading of Budget and Appropriation Ordinance #2012-1: Commissioner Murphy reviewed and submitted the figures for the 2012 fiscal year budget. President Whitcomb made a motion to finalize the budget figures for Ordinance #2112-1 and proceed to posting. Commissioner Murphy second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

President Whitcomb stated the posting will go up at the conclusion of today's meeting. President Whitcomb suggested the May 17th meeting be moved back to May 24th so the 30 day waiting period before a public hearing could be reached without having to have a special meeting. There were no objections. President Whitcomb made a motion to reschedule the regular meeting of Thursday May 17th to Thursday May 24th. Commissioner Murphy second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

BOARD REPORTS:

Finance and Capital Improvements: Commissioner Murphy made a motion to transfer \$25,000.00 from the not for profit account to the Chase operating account for operating expenses. President Whitcomb second it. Commissioners Murphy, Chmielak, Lopez,

Haran and Whitcomb voted aye. Motion carried.

Buildings and Grounds: Commissioner Chmielak reviewed and submitted his board report.

Recreation and Community Outreach: Commissioner Lopez reviewed and submitted his board report.

Planning and Development: Commissioner Haran reviewed and submitted the Easter Egg Hunt report.

Personnel and Policy: Commissioner Whitcomb reviewed and submitted his board report. President Whitcomb presented design templates from the park's website creator showing different designs for the website's home page. The board decided to use design #3.

Attorney Report: There was no report.

Posen Park Fest: Commissioner Whitcomb had no report.

Motion to Approve and File All Board Reports: Commissioner Murphy made a motion to approve and file the board reports as presented. Commissioner Chmielak second it. Commissioners Murphy, Chmielak, Lopez, and Whitcomb voted aye. Commissioner Haran passed. Motion carried.

OLD BUSINESS:

Land Transfer and Park Site: Commissioner Chmielak stated that Mark McCarthy and Associates has been contacted to do the appraisal. The park district will have three year to develop the land after the land transfer is done.

Commissioner Chmielak passed out pictures of a vinyl sheet that fits on the rear of the truck to load and unload material. It's a hand crank device that will move like a conveyer belt. The cost is \$90.00. Commissioner Chmielak stated for the cost, it would be cost effective to purchase vinyl sheet over the dumpster. President Whitcomb stated Commissioner should go ahead and purchase it.

The commissioners discussed the electrical work that needs to be done at Memorial Park and the concession stand. Commissioner Chmielak presented an estimate of 12,384.00 for the electrical work and a Com Ed fee of \$913.56. President Whitcomb made a motion to approve a total \$13,297.56 for the electrical work at Memorial Park and rewiring the concession stand. Commissioner Chmielak second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

Commissioner Chmielak reviewed the previous estimate of replacing the light fixtures at all the parks of \$380.00 per fixture and labor at \$135.00 an hour. Commissioner

Chmielak suggested the three light fixtures at Therapeutic Park be replaced first and see how the lighting is before replacing the fixtures in Memorial Park or Commissioner Park. The estimate on the labor was not provided. Commissioner Chmielak will get an estimate of a not to exceed figure before the board votes on the approval of the replacement of the three light fixtures at Therapeutic Park.

Commissioner Lopez had no new report on the Memorial Day Picnic. Commissioner Lopez stated he will have the written event plan for the picnic at the next regular meeting.

Commissioner Murphy stated the audit report for the fiscal year of 2009-2010 has not been completed by Bob Brown. Commissioner Murphy stated he will get a date from Mr. Brown of when the audit will be completed.

Commissioner Whitcomb suggested that the tent and stage be rented for the Posen Fest this year and purchase the tables and chairs. He had an estimate of \$79.00 for a 8 ft table, \$58.00 for a pack of four chairs and \$140.00 for a storage cart for the chairs and the tables. Commissioner Whitcomb stated he will get an estimate for 20 tables and 150 chairs and have it at the next meeting.

Commissioner Chmielak suggested that a gazebo be installed at Zuziak Park as well as the walking trails that were discussed before. Commissioner Whitcomb stated that electricity would be run to the gazebo. The commissioners discussed that the different uses for the gazebo. Commissioner Murphy stated that estimates for the gazebo should be requested and proceed with it.

Commissioner Chmielak is getting estimates on repairing or replacing the roofs on the pavilions in Commissioners and Memorial Parks.

President Whitcomb stated he received proof of insurance certificate from Dwayne Tyson of The Dixmoor Vikings. My Tyson also agreed to the terms of the lease agreement. There was no reply from David Laxton of The Sky's The Limit organization. President Whitcomb made a motion to approve the lease agreement with The Dixmoor Vikings for usage of the park's fields. Commissioner Lopez second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

Commissioner Lopez stated he spoke to Mr. Laxton and he was not able to get insurance yet but Mr. Laxton wanted to know if the baseball camp participants signed a waiver could he still have the camp. The commissioners agreed that a signed waiver would not be acceptable and he will need to have proof of insurance before proceeding with the baseball camp.

President Whitcomb made a motion to approve the IAPD search for a candidate to fill the Posen Park's Executive Director position. The fee for the service will be no more than \$4,950.00. Commissioner Murphy second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

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President Whitcomb submitted and reviewed the posting for hiring a board recording secretary. President Whitcomb made a motion to post the hiring of a board recording secretary. Commissioner Chmielak second it. Commissioners Murphy, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

President Whitcomb submitted and reviewed the definition for each commissioner position and committees responsibilities.

Other: Commissioner Haran commented that he was approached about putting up a handicapped swing in Commissioners Park. President Whitcomb stated that new swings are being ordered this spring.

Open to the Public: None.

Adjournment: Commissioner Murphy made a motion to adjourn the meeting. Commissioner Haran second it. All commissioners voted aye with a voice vote. Meeting adjourned at 8:32 pm.