

Minutes of the May 4th, 2016 Meeting of the Posen Park District Board of Commissioners

Call to Order Board President Al Chmielak called the meeting to order at 6:30pm at the Park Office on 143rd & Campbell.

Roll Call Present: Natasha Nutall, Karen Klotz, Jody Chmielak, Al Chmielak Absent: Ashley Gulli

Pledge of Allegiance The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda None

Approval of Minutes Tabled until the next meeting for corrections.

Approve Financial Report & Bills Comm. Jody Chmielak moved to approve the April financial report and payment of outstanding bills, seconded by Comm. Karen Klotz. All present voted Aye, motion carried.

Director's Report Director T.J. Whitcomb gave his report (Attached) and answered questions on the items.

- a) Tollway Authority
- b) Cook County E.A.V.
- c) **Office & Sewer Project** – A lengthy discussion took place regarding the received bids and the project costs, including whether there was any area where a cost savings could be realized. Further discussion and action will be on the agenda for the next meeting.
- d) Meetings/Activities
- e) Maintenance Items
- f) **Park Site #5*** - Discussion took place. Consensus is to price options from multiple vendors before committing to purchase a playground. Director T.J. Whitcomb reminded the board that we are obligated by the Illinois Department of Natural Resources to begin development of the site this year.
- g) **Correspondence/Other**
 - Director T.J. Whitcomb broached the subject of a pay increase for the primary maintenance worker. Being that this worker is content staying here on a part time basis in addition to his other job, and that he is technically proficient and has already saved us significant money on equipment repairs, the Board unanimously agreed to the recommendation of a pay rate increase to \$12.00 per hour beginning with the May 16th – May 31st pay period.
 - Director T.J. Whitcomb informed the Board that all taxing districts in the state have been informed by Governor Bruce Rauner's office that payout rates for the Personal Property Replacement Tax were incorrectly calculated during the six years of prior Governor Pat Quinn's administration. This resulted in an overpayment of the tax to the Posen Park District in the amount of \$792.00 over that time. Information on how that money will be recouped by the state will be forthcoming, but is expected to occur over a period of time rather than all at once. Director T.J. Whitcomb expressed his belief that it is likely to be taken out of future payments.
 - Pres. Al Chmielak commented on the Link & Leverage Forum scheduled for May 19th at Joliet Junior College. Director T.J. Whitcomb stated that it was already on his calendar and he will be seeking opportunities for green infrastructure and flood control projects in our parks.

Unfinished Business

Long Term Planning Lists/A.D.A. Plan: Nothing at this time.

Karen Klotz 6-13-16

Grant Writer Report: None. Kevin Whitney was not present at the meeting. Discussion took place on the lack of updates as well as the difficulties getting in contact with Kevin.

Approval of Director's Employment Agreement: Discussion took place regarding the finalized contract language. After discussion, Pres. Al Chmielak moved, seconded by Comm. Natasha Nutall to approve the Employment Agreement as presented. Al Chmielak, Natasha Nutall, & Karen Klotz voted Aye. Jody Chmielak abstained. Motion carried.

New Business

Park Site #5 Development – Discussion & Possible Action: No action taken at this time.

Annual Reorganization of the Board

Election of President: Al Chmielak stated his intention to not seek another term as President. He then nominated Jody Chmielak for the position of Board President. Natasha Nutall seconded this nomination, and Jody Chmielak accepted. With no other nominations for President, Jody Chmielak was elected President by unanimous vote.

Pres. Jody Chmielak stated that she intended to nominate Comm. Ashley Gulli for Vice President, but could not do so with her not being present to accept the nomination. No other board member expressed interest in a nomination for Vice President. Due to the Vice President election having the potential to impact other appointments, Pres. Jody Chmielak then moved to table consideration of the Vice President, Secretary, & Treasurer positions until the next meeting. Comm. Natasha Nutall seconded the motion. All present voted Aye, and the motion was carried.

Election of Vice President: TABLED

Appointment of Secretary & Treasurer: TABLED

Public Comments There were none.

Executive Session None needed.

Adjournment Comm. Karen Klotz moved, seconded by Comm. Natasha Nutall, to adjourn the meeting at 7:28pm. All present voted Aye, motion carried.

Handwritten signature and date: Karen Klotz 5-10-10

Report of the Director of Parks & Recreation May 4th, 2016 Board Meeting

Tollway – I have been emailed a PDF of the survey for the Tollway land at Therapeutic Park. I will be getting hard copies and proceeding with the Tollway on next steps. .

Cook County E.A.V. – I have no new update on this item at this time.

Memorial Park Office Renovation Project – I will report on bid openings at the meeting. The sewer bid opening was April 21st and they are under review by Robinson. The office bid opening will be Monday afternoon.

Meetings /Activities/2016 Event Calendar

- Community Picnic/Armed Forces Day Celebration – Saturday May 21st – Time T.B.D. at Memorial Park
- Blue Cross Blue Shield Playground Spruce Day – June ?? – Time T.B.D. at Memorial Park
- Posen Park Fest Carnival – Thursday June 9th – Sunday June 12th at Commissioners Park
- Movies in the Park – Friday June 17th, Friday July 15th, Friday August 12th – 8:30pm at Memorial Park
- Spay Illinois Pet Well Clinic – Saturday July 9th – 10:00am-2:00pm at Memorial Park (Appointment Only)
- Kelly Miller Circus – Thursday September 1st – 4:30pm & 7:30pm at Memorial Park
- Community Resale – 1 During the Community Picnic....one Date T.B.D.

Maintenance Updates

- Grass will be keeping us busy for the next couple months between periods of rain.
- I have had to order some minor parts and tires for a couple of the mowers.
- I have posted a job notice for maintenance workers. I would like to hire one more for the summer months
- I would like to discuss retention and compensation at the meeting as it relates to our primary maintenance employee Jeff.

Park Site 5 – I will be bringing a playground proposal to the table at the meeting for discussion. I am still waiting for some numbers so I have not included anything in the packet. Pursuant to D.N.R. rules, we need to pursue some development on the site this year, and I believe we can get a quality play lot in place in the \$20-25K range.

Correspondence/Other

- I will be in Florida beginning the evening of Tuesday May 10th and will return on Saturday May 14th. Jeff is more than capable of handling the regular maintenance needs of the parks in my absence.