

Minutes of the Regular Meeting of the Posen Park Board of Commissioners
On Thursday November 17, 2011 at the offices of the Park District at 7:00 p.m. on 143rd and Campbell.

President Whitcomb called the meeting to order at 7:00 pm. Upon roll call President Whitcomb, Commissioner Chmielak and Commissioner Lopez were present. Commissioner Murphy was absent. President Whitcomb led those present in the Pledge of Allegiance. Commissioner Haran arrived at the meeting at 7:03 pm.

Additions/Revisions to the agenda: Lines 5, 6 and 7 were stricken due to Commissioner Murphy not being present and he was not able to boot up the programs needed for the presentation.

Approval of minutes: Commissioner Chmielak made a motion to approve the minutes for the Oct. 10, 2011 regular meeting. President Whitcomb seconded. Commissioners Chmielak, Lopez, and Whitcomb voted aye, motion carried. Commissioner Chmielak made a motion to approve the minutes of the carnival meeting for Oct. 23, 2011. President Whitcomb seconded. Commissioners Chmielak, Lopez and Whitcomb voted aye. Commissioner Haran passed, motion carried.

Commissioner Chmielak made a motion to approve the minutes for the Nov. 10, 2011 regular meeting. President Whitcomb seconded. Commissioners, Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

President Whitcomb made a motion to approve the minutes for the Nov. 10, 2011 special Executive Session meeting with the stipulation that they remain closed to the public at this time. Commissioners Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried.

Review & Submissions of Reports.

Building and Grounds: Commissioner Chmielak stated that work on the dog park is being done, fences at Memorial and Commissioners Parks are being repaired and most major repairs are done there. No further work is planned at Zuziak Park cause of the weather and a lot of volunteers are need to finish remove the pile of dirt there. No work being done at Therapeutic Park cause of the construction going on. The Glider will need to move during the construction.

Commissioner is looking to get estimates on getting rid of the waste barrels that are being stored. Barrels have oil and other fluid substance in them that might be hazardous material. Commissioner Haran suggested that R&S oil recycle company in Monee be contacted to see if they will take it. Commissioner Chmielak stated he asked for estimates for installing 3 new sinks in the concession stand and for running a water line and a sewer line to the office/garage building.

Recreation and Community Outreach: Commissioner Lopez reported that the partnership with the Markham Park District concerning the baseball league has ended. Markham rep did not provide the registration forms needed to have the Posen children registered. Commissioner Haran will be helping in making contact with Gary, who helps to run baseball leagues for ten different communities and try to get Posen in one of their leagues.

Commissioner Lopez asked that each commissioner get involved with the concession stand project. Input from all the commissioners will make the concession stand more profitable. Need to consider hiring someone who can be trusted and give that person a key to the stand and they can open and close without having a commissioner around all the time. Commissioner Lopez stated he will have a rough draft of the new park's newsletter by the next meeting. He wants suggestions on what to include in the newsletter. President Whitcomb suggested that each commissioner can write a short column.

Personnel and Policy: President Whitcomb reported all employees have received, reviewed, signed and returned the employee manual.

The sewer lines are being installed at Therapeutic Park. President Whitcomb stated he is drafting a lease agreement form for letting the Eagle organization use the park. It should be ready for review at the next regular meeting. They also asked about the concession stand sharing and that will need to be discussed.

The notice for the tax levy has been posted at the office and at the bulletin board. The Levy hearing meeting notice have posted at Memorial Park and Commissioners Park bulletin boards. The levy notice has been posted in the web site and will run in the messenger on the Nov. 24th issue. Public hearing will be held on Dec. 1, 2011 before the regular meeting. All questions regarding the tax levy at the hearing will be answered by the finance committee. President Whitcomb spoke to a rep at the County Clerk office about moving the fiscal year from May 1st to February 1st.

Commissioner Haran mentioned that the Eagle Organization should not be using the Posen Park District name when

they are inquiring about meetings and events at the Posen Community Center. Donald from the organization stated they now know that there is only a lease agreement being discussed between the Posen Park District and the Eagles.

Planning and Development: Commissioner Haran had no report.

Posen Park Fest 2012: President Whitcomb stated he will be meeting with Commissioner Murphy on getting a budget together for the fest. They will meet after Thanksgiving.

Commissioner Haran presented the signed contract for the carnival for filing.

Attorney Report: The lawyer will need to review the appraisals for the land transfer to move forward.

Correspondence: President Whitcomb stated that a letter was received about installing handicapped water fountains at the parks that have water fountain access.

Old Business: Commissioner Haran got an estimate for safety cabinets from Global Industries. Estimate for a 43"x18"x65" cabinet is \$535.00. Self closing door cabinet is \$645.00. Shipping is \$188.93 per cabinet. Commissioner Chmielak will check to see how many cabinets will be needed and will have the number at the next regular meeting. Commissioner Haran presented an estimate for the rule signs that will be put up at each park. The cost for each 48" x 32" sign is \$52.00. They are aluminum layer topped signs. The printing company name is Universal Digital Printing and is located in Midlothian on 147th street. Estimate is for 24 signs. Signs will have white background with red letters. President Whitcomb asked Commissioner Haran to get an estimate on door decals for the new truck too. Commissioner Haran made a motion to purchase 24 signs at \$52.00 a sign from Universal Digital Printing. Commissioner Lopez second it. Commissioners Chmielak, Lopez, Haran and Whitcomb voted aye. Motion carried. President Whitcomb stated he saw a time clock at a local store for \$270.00. The clock is self contained, tamper proof with a back up battery. It also has a date and time stamp feature. He will keep looking for other time clocks and prices.

New Business: President Whitcomb read the 1st Reading of Ordinance 2011-4: An Ordinance for the Levy of Taxes for the Posen Park District for the Fiscal Year Beginning May 1, 2011 and Ending April 30, 2012.

Levy Summary. Total tax levy money for general corporate purposes, \$60,644.00. Total tax levy money for recreation programs purposes, \$48,210.00. Total tax levy money for joint recreation programs for the handicap purposes \$30,559.00. Total tax levy money for audit purposes \$1,925.00. Total tax levy money for workmen comp purposes \$2,967.00. Total tax levy money for liability insurance purposes \$9,385.00. Total tax levy money for federal social security insurance purposes \$3,609.00. Total levy amount \$157,299.00.

The second reading will be at the next regular meeting Dec 1st, 2011 and the final third reading will be read at the regular Dec 15th Meeting.

Approval of Dog Park Rules and Regulations: Commissioner Chmielak stated the rules on the dog park hours should be 6am to dusk Mon thru Friday and 7:00 am to dusk on Sunday. Register fees will be discussed at a later meeting.

Commissioner Chmielak made a motion to pass the rules and regulations with the new hours and no pit bulls allowed removed from the sign. President Whitcomb seconded it. All commissioners voted aye. Motion carried.

The Eagles asked to use the park office for interviewing coaches and volunteers the coming Sat and the first three Saturdays in Dec. Commissioner Haran mentioned that on Dec 10th, there will be breakfast with Santa and it would be a good idea to have that meeting at the community center.

Commissioner Lopez made a motion to let the Eagles use the park's office for interviewing on Nov. 19, Dec. 03, and Dec 17. Commissioner Chmielak seconded it, all commissioners voted aye. Motion carried.

Commissioner Haran made a motion to adjourn. Commissioner Lopez seconded it. All commissioners vote aye. Meeting adjourned at 7:53 pm.