

Minutes of the Regular Meeting of the Posen Park District
Board of Commissioners on Thursday March 17, 2011 at 7:00PM
At the Offices of the Park District on 143rd & Campbell

Opening:

President Whitcomb called the meeting to order at 7:04pm. Upon roll call, Commissioners Whitcomb, Murphy, Chmielak, Lopez, and Haran were present. President Whitcomb led those assembled in the Pledge of Allegiance.

Additions/Revisions to the Agenda: None.

Citizens to Be Heard: None.

Approval of Minutes: President Whitcomb

The Board reviewed the minutes of March 3, 2011. Commissioner Chmielak moved to approve the minutes, seconded by Commissioner Murphy. Roll Call: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye

Approval of Ordinances & Agreements: None to consider.

Finance & Capital Improvements: Commissioner Murphy

Treasurer's Report & Bills Statement: Commissioner Murphy presented the Treasurer's Report. In the Capital Improvement Fund there is an opening balance on 03/17/2011 of \$286,148.75. In the First Midwest Non Profit Account, there was a beginning balance on 03/17/2011 of \$16,441.58, deposits of \$5,739.12, disbursements of \$0.00, and an ending balance on 03/17/2011 of \$22,180.70. In the Chase Account, there was a beginning balance on 03/03/2011 of \$6,894.71, deposits of \$52.50, disbursements of \$2,183.05, and an ending balance on 03/17/2011 of \$4,764.16. The combined operating account balance on 03/17/2011 is \$26,944.86. The total combined account balance on 03/17/2011 is \$313,093.61. There was also an Unpaid Bills List presented for approval totaling \$4,072.22. An additional \$2.27 reimbursement to Commissioner Chmielak for purchase of spark plugs for the Gator was added and an Intuit payment not showing up in QuickBooks yet although it was paid already. The revised total for Unpaid Bills is \$3,925.49.

Approve Treasurer's Report & Payment of Unpaid Bills List: Commissioner Lopez moved to approve the Treasurer's Report as presented, seconded by President Whitcomb. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye. Commissioner Chmielak moved to pay the unpaid bills detail, seconded by Commissioner Haran. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

2011/12 Budget: The board briefly revisited the budget, agreeing on a Special Meeting to finalize the numbers for Saturday April 2 at 10:00am. The stated timeline for approval is the first meeting of the new fiscal year on May 5th.

Audit Pricing: The quote from Bob Brown at Account One is between \$2,000.00 & \$2,500.00 to start in May with the variance contingent on hours spent. The previous quote from Knutte was \$7,500.00. After discussion, Commissioner Murphy moved to approve Account One to perform the 2009/10 fiscal year audit, seconded by Commissioner Haran. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

Payroll Service: The board resumed discussion of the payroll service that Commissioner Murphy had presented at the previous meeting. Commissioner Murphy presented the benefits of having professionals liable and responsible for completing our payroll forms, sending the state money, and paying our workers so we no longer need to cut payroll checks. President Whitcomb stated that he believed not much time would be saved overall and that the better solution would be to hire a new, trustworthy Secretary/Treasurer to lighten the workloads of several board members, rather than paying what could be as much as 75% of our budgeted cost for the position for only a small portion of the work. After much additional discussion, Commissioner Chmielak moved to table this item until the next meeting, seconded by Commissioner Haran. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

Buildings & Grounds: Commissioner Chmielak

Tasks Completed: The signs at Commissioners' Park have been installed. Picnic tables are being constructed, including a few handicapped accessible tables and shorter tables for registration. The equipment is being serviced in preparation for

grass cutting and new batteries will need to be purchased for the lawnmowers and the Gator. We need to get several tires fixed or replaced.

Price Quotes: The price for the compactor may be reduced since we are looking to buy a couple new weed trimmers. The cost of the new tractor, with a trade in of the John Deere at \$4,200.00, would be \$12,995.00. After brief discussion about the merits of the purchase, Commissioner Chmielak moved to approve the tractor purchase, seconded by Commissioner Haran. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

Other: Sherry made a presentation on different types of flowers and possible plans for the main entrance, bulletin board, and flagpole at Memorial Park. The Board asked a couple questions and advised that we would be finalizing the budget and after that we would know what kind of funds we can allocate out of the development fund.

Recreation & Community Outreach: Commissioner Lopez

Easter Egg Hunt: The community center is reprinting the fliers due to an error in the initial printing.

Other: Commissioner Lopez met with the mayor and they discussed the possibility of moving the Memorial Day ceremonies and gathering to Memorial Park and splitting the cost with the park district. The board agreed to continue to explore this.

Planning & Development: Commissioner Haran

Commissioner Haran spoke about the meeting with the St. Chris Carnival Chairperson. A number of ideas were presented and we cannot go by the old paperwork from the last couple carnivals, due to poor recordkeeping and bad advertising. Pricing will be done on vendors, bands, and other needed items to get the carnival going. President Whitcomb reminded that all contracts must be approved at the meeting, and we need vendor revenue to match any expenses. There is an electrician coming out tomorrow to look at the electrical cages.

Personnel & Policy: President Whitcomb

Job Postings: Job postings will need to be made by beginning to mid April.

Attorney Report: None at this time.

Superintendent Report: None at this time.

Old Business:

DNR/Posen Property Exchange Discussion/Vote: The village has been given copies of the DNR paperwork and is working to achieve a resolution that will allow us to move forward with the proposed exchange to finish Francisco Avenue and obtain the 146th Street property. Commissioner Chmielak moved to approve pursuing the property exchange with the Village of Posen, seconded by Commissioner Murphy. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

New Business: None.

Correspondence: None.

Open To Public: None.

Executive Session (if needed): None needed.

Adjournment:

Commissioner Haran moved to adjourn the meeting, seconded by Commissioner Lopez. All Commissioners voted Aye, meeting adjourned at 8:54 pm.