

**Minutes of the December 1<sup>st</sup>, 2020 Meeting of the Posen Park District Board of Commissioners**

**Call to Order**

Board President Jody Chmielak called the meeting to order at 6:30pm at the Posen Park District Office at Memorial Park on 143<sup>rd</sup> Street & Campbell Avenue in Posen, Illinois.

**Roll Call**

Jody Chmielak	Commissioner/Board President	<b>PRESENT</b>
Al Chmielak	Commissioner/Board Vice President	<b>PRESENT</b>
Karen Klotz	Commissioner/Board Secretary	<b>PRESENT</b>
Terrence (TJ) Whitcomb	Director of Parks & Recreation	<b>PRESENT</b>

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Additions or Revisions to the Agenda**

None

**Public Hearing on Ordinance 2020-2 (Tax Levy)**

Board President Jody Chmielak called the hearing to order at 6:31pm.

Director Whitcomb read the summary of Ordinance 2020-2

The floor was opened for public comment on the ordinance. There being no comments, the floor was subsequently closed to the public.

Commissioner Al Chmielak moved to adjourn the hearing and return to the regular meeting at 6:32pm, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

**Approval of Meeting Minutes**

Commissioner Karen Klotz moved to approve the December 1<sup>st</sup>, 2020 Meeting Minutes, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

**Approval of the Financial Report & Payment of Bills**

Commissioner Al Chmielak moved to approve the financial report and payment of bills, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

**Director's Report**

Director T.J. Whitcomb gave his report and answered questions on the items.

- a) Cook County E.A.V.
- b) Maintenance Items – Suggestion was made to inquire with Wally's Paving and/or Public Works about either spreading the dirt pile in the yard or finding an interested party to take the dirt.
- c) Potential Capital Projects & Purchasing Lists
- d) Meetings/Activities
- e) Correspondence/Other

### **Unfinished Business**

**Long Term Planning Lists/A.D.A. Plan:** There were no new matters to discuss. This item remains ongoing.

**Board Vacancy:** Filing for the election is this month. If candidates file for the seats this item becomes moot as they will take office after the election.

**Security Camera Quote:** Tabled due to the company representative being hospitalized with COVID and being unable to requote at this time.

**Director Contract** – Additional language added to clarify that personal days must be used within the contract year they are given. Discussion was held about percentages of premium costs and the logistics of an HRA setup. Additional questions will be asked to the company with possible conference call(s) to address areas of confusion and to clarify the setup process in detail. This item remains ongoing.

### **New Business**

**Tax Levy:** Commissioner Karen Klotz moved to 2020-2 (Tax Levy), seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

### **Public Comments**

None

### **Executive Session**

None needed

### **Adjournment**

Commissioner Jody Chmielak moved to adjourn the meeting at 7:21pm, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

## Report of the Director of Parks & Recreation December 1<sup>st</sup>, 2020 Board Meeting

### **Cook County E.A.V.**

- I have collected the information we have on hand, and will be setting up a meeting with Joe Cainkar after the new year to discuss how to proceed with this as well as the possibility of billboards at Commissioners Park.

### **Maintenance Items**

- Jeff has been cleaning and organizing the maintenance yard.
- We are making a list and pricing parts for the old gator to see if it is worth fixing.
- The lawnmower was on schedule to be delivered to Martin Implement this week. I will set up delivery once notified.

### **Potential Capital Projects & Purchasing Lists**

- **Zuziak Park Playground** – I have been contacted by the shipping company to discuss preliminary delivery dates and expect the equipment to be delivered by the end of this week or early next week. Most of the equipment will be stored in the maintenance yard while hardware and small boxes will be stored in the garage.
- **Security Cameras** – SecureOne remains the preferred quote due to price. The representative is unavailable to provide updated quotes at this time due to COVID related hospitalization. He will provide updated information as soon as possible. .

### **Meetings /Activities**

- **SWSRA** – SWSRA will continue to hold its board meetings via Zoom. The Board has been notified by Executive Director Lori Chesna of her intent to retire. Her contract runs through April 30, 2021, however, she has asked for personal reasons to retire on December 31<sup>st</sup>, 2020 and the request was granted by the Board. A subcommittee has been created to update the job description and prepare the posting with a goal of hiring a new Executive Director as soon as the end of February but by May 1<sup>st</sup> at the latest.

### **Correspondence/Other**

- I have been contacted by Trustee Lopez at the Village about possibly doing a mini drive by parade with Santa to provide some Christmas activity for the children as current conditions prevent any Christmas party or Santa's House this year. We will be discussing dates in the near future and I may need help making adjustments to our Santa outfit based off of some of the minor issues I had with it last year.
- One of our residents Katelin Dorsey contacted me prior to the holiday about donation of Generation Swings for Memorial and Therapeutic Park. Following that discussion she presented a proposed quote from a vendor as well as a check to cover the costs of the two swings and freight. I have contacted the vendor and will be depositing the check and ordering the swings this week. I will be putting together a thank you letter from the District once the order is finalized.
- I will be putting together a small list of surplus property over the next month or two so a resolution to sell these items can be executed (Old Kubota mower, Old mower deck, etc.) so as to reclaim the storage space they take up in our garage and yard.