

## Minutes of the May 7<sup>th</sup>, 2019 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 2019-1 (Fiscal Year 2019-2020 Budget & Appropriations Ordinance)

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

Director Whitcomb read Ordinance 2019-1.

Board President Jody Chmielak opened the floor for public comment on the ordinance. There being no comments, the floor was subsequently declared closed for comment.

Commissioner Al Chmielak made a motion to adjourn the hearing and return to the regular business 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 April 2<sup>nd</sup>, 2019 Meeting Minutes, seconded by Commissioner Jody Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

### Approval of the April Financial Reports & Payment of Bills

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

### Director's Report

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

- a) Cook County E.A.V.
- b) Maintenance Items
- c) Potential Capital Projects & Purchasing Lists
- d) Meetings/Activities
- e) Lighting at Memorial Park (Project Green)
- f) 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:** We do not have a candidate to consider for at this meeting. This item remains ongoing.

### **New Business**

**Approval of Ordinance 2019-1 (Budget & Appropriations):** Commissioner Al Chmielak moved to approve Ordinance 2019-1 (Fiscal Year 2019-2020 Budget & Appropriations), seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

**Approval of Repair Estimate for Park District Truck:** Commissioner Karen Klotz moved to approve the repair estimate for the truck from Hawk's Collision, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

**Acceptance of Election Canvass Results from Cook County Clerk:** The results were reviewed. Commissioner Jody Chmielak was reelected and two board seats remain vacant as no other candidates ran in the election.

**Board Reorganization:** Commissioner Jody Chmielak recited the Oath of Office. Commissioner Al Chmielak made a motion to retain all officers in their current positions for the 2019-2020 Fiscal Year, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

**Compensation of Specific Employees:** After discussion and recommendations from Director Whitcomb based on performance and budgetary allowance, Commissioner Jody Chmielak moved to approve a raise of \$1 per hour effective May 1<sup>st</sup> and entitlement to the list of paid holidays previously established by the board for maintenance employee Jeff Govensky, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

### **Public Comments**

None.

### **Executive Session**

None needed.

### **Adjournment**

Commissioner Al Chmielak moved to adjourn the meeting at 7:04pm, seconded by Commissioner Jody Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

### **Report of the Director of Parks & Recreation May 7<sup>th</sup>, 2019 Board Meeting**

**Cook County E.A.V.** – Nothing new to report at this time. I am in contact with Dawn at the village now that a lot of their remodeling is finishing up in order to have a look through the village annexation records.

### **Maintenance Items**

- Jeff has begun grass cutting but with the rain situation the way that it has been he will be behind for the next few weeks.

- Jeff had an incident with the truck while emptying the garbage cans at Therapeutic Park on 5/1. He was executing a 3 point turnaround on San Francisco Avenue due to the turnaround at the end of the block being inaccessible due to parked cars. He backed up too far and hit one of the yellow rails on the entryway. The tailgate and bumper will need to be replaced. There does not appear to be any frame damage. I have obtained a repair estimate from Hawk's Collision that will be reviewed and up for approval at the meeting.
- The roof leak in the office has gotten worse and I am in the process of contacting contractors. During the process of attempting to seal the leak on the roof, Jeff commented that the plywood seems weak in a number of places so I will be quoting a full replacement of the lower roof. This is the second known leak in this roof since 2007 and I have no information on how the previous leak was repaired or what grade of materials were used in the original construction so I believe a full replacement to be necessary.

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

- **Zuziak Park Playground** – No news from KaBOOM! at this time. The project is deemed shovel ready and awaits selection by a funding partner which can occur at any time.

### **Meetings /Activities**

- **SWSRA** – SWSRA's May meeting will be on the 15<sup>th</sup>.
- **Easter Egg Hunt** – This year's egg hunt was quite successful despite the rainy conditions leading up to the event. We were able to find enough dry areas for each age group and had over 150 kids present.
- **Earth Day Event** – We had a fun morning with approximately 30 child and adult volunteers planting flowers at Zuziak Park. Myself, Jody, Al, and Jeff cleared out the planter beds prior to the volunteers arrival.
- **Posen Park Fest** – The fest will be May 30<sup>th</sup> – June 2<sup>nd</sup> this year. It will be advertised in a newsletter that should be mailed at the end of this week or the beginning of next week.
- **Blood Drive** – I am happy to report that we will be resuming Community Blood Drives as we have been granted access to space in the Community Center to hold them. The first drive will be Friday June 7<sup>th</sup> from 4pm to 7pm. It will be set up indoors rather than the mobile coach we have used in past years since we are no longer constrained on space and will be hosting during the week.

### **Lighting at Memorial Park (Project Green)**

- Installation was completed and the warranty information is being mailed to us. Invoices are on the bills list for this meeting. I have already noticed a dramatic improvement in the interior lighting.

### **Correspondence/Other**

- I am currently working with Mr. Bob Lyons on the details and tree selection for the tree planting in honor of Del Ochoa
- I will be taking vacation days on Friday May 17<sup>th</sup> and Monday May 20<sup>th</sup> due to my birthday.
- I will be looking to discuss/take action on employee compensation. This can be discussed in closed session or under my report.