

Minutes of the February 1st, 2022 Meeting of the Posen Park District Board of Commissioners

Call to Order

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

Roll Call

Jody Chmielak	Commissioner/Board President	PRESENT
Al Chmielak	Commissioner/Board Vice President	PRESENT
Karen Klotz	Commissioner/Board Secretary	PRESENT
Phil Perez	Commissioner	PRESENT
Raechel Perez	Commissioner	ABSENT
Terrence (TJ) Whitcomb	Director of Parks & Recreation	PRESENT

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda

None.

Approval of Meeting Minutes

Commissioner Phil Perez moved to approve the December 7th, 2021 Meeting Minutes, seconded by Commissioner Al Chmielak. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

Approval of the Financial Report & Payment of Bills

Commissioner Karen Klotz moved to approve the Financial Report and Payment of Bills, seconded by Commissioner Al Chmielak. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

Director's Report

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

- a) Maintenance Items
- b) Potential Capital Projects & Purchasing Lists
- c) Meetings/Activities
- d) IAPD Conference
- e) Correspondence/Other

Unfinished Business

Long Term Planning Lists/A.D.A. Plan

The review has been completed. Next item to be addressed will be accessible pathways at Commissioners Park to go along with the additional swings installation at the new playground.

New Business

Approval of Employee Compensation Increase

Commissioner Al Chmielak moved to approve an increase in compensation as discussed for maintenance worker Jeff Govensky to \$18 per hour beginning on February 1, 2022, seconded by Commissioner Karen Klotz. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

Public Comments

None.

Executive Session

None needed

Adjournment

Commissioner Karen Klotz moved to adjourn the meeting at 7:02pm, seconded by Commissioner Phil Perez. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

Report of the Director of Parks & Recreation February 1, 2022 Board Meeting

Maintenance Items

- Jeff is currently working on organizing the garage and constructing additional shelving and storage. After organization I will have him do an inventory.
- The John Deere Utility Vehicle has been taken in for servicing. The throttle cable snapped preventing acceleration and it will also be getting a tune up and having a belt replaced. They have a bit of a backlog right now so I anticipate another week or so before being contacted for pickup.
- IPARKS came out and did their every two year site visit. No imminent safety hazards were found at any of the parks.
- I will be contacting our Playworld vendor about replacement parts. I will need sets of bolts for the spinner and firetruck at Memorial Park and replacement panels/possibly slide at Therapeutic and Albany to replace items damaged during this past year.

Potential Capital Projects & Purchasing Lists

- **ADA Plan** – Some of the items on this list will be addressed this summer with plans to finish pathways and install swings at Commissioners Park.
- **Possible Future Capital Project Goal List** (Funds Permitting)
 - Top off Safety Surfacing As Needed ***SPRING/SUMMER 2022***
 - Finishing Pavement Replacement at Memorial Park ***SUMMER 2022***
 - ADA access and path to playground & pavilion at Commissioners Park ***SPRING 2022 WITH ADDITIONAL SWINGS***
 - Repair Work on Pavillion Roofs, Soffits, & Fascia
 - Plumbing Work & Office/Bathroom Construction in Maintenance Building/Office
 - Furnace Replacement/Possible A/C

Meetings /Activities

- **SWSRA** – The next SWSRA meeting is February 16, 2022. I had to defer our hosting of the January meeting due to inability to secure a village building due to the COVID surge.

IAPD Conference

I was able to receive a refund of the majority of the registration fees for both Phil & Raechel. Each refund was minus a \$75 administrative fee due to the timeline of cancellation so close to conference.

Correspondence/Other

- The Tax Levy was filed with the Cook County Clerk
- The Annual Exempt Affidavit was filed with the Cook County Assessor. I am in communication with them and reforwarded the affidavit upon checking with them and finding that they did not register the receipt of the affidavit despite my following the steps. I have forwarded the scanned PDF of the signed affidavit created on January 19th to prove the initial filing.
- I need to provide email addresses for everyone to IAPD and the Cook County Clerk in order for you to receive your login information to your individual IAPD member profile as well as your Statement of Economic Interests filing information. Two Commissioners have park email addresses that are hardly ever used while the remaining three do not. Please decide at the meeting as a group whether I should create and distribute park email addresses for the rest of you that I monitor and remind you to check or if you will use a personal email on a limited basis for access to these items and not to conduct other park business.