

## Minutes of the May 3<sup>rd</sup>, 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 14200 S. 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>
Phil Perez	Commissioner	<b>PRESENT</b>
Raechel Perez	Commissioner	<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.

### Approval of Meeting Minutes

Commissioner Al Chmielak moved to approve the April 5, 2022 Meeting Minutes, seconded by Commissioner Raechel Perez. Motion carried 5 votes Aye to 0 votes Nay.

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

Commissioner Karen Klotz moved to approve the Financial Report and Payment of Bills, seconded by Commissioner Phil Perez. Motion carried 5 votes Aye to 0 votes Nay.

### 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) Correspondence/Other

### Unfinished Business

**Long Term Planning Lists/A.D.A. Plan** – No new discussion.

### New Business

#### **New Computer System**

Commissioner Karen Klotz moved to approve the purchase of a new computer system from Netvelo Inc., seconded by Commissioner Phil Perez. Motion carried 5 votes Aye to 0 votes Nay.

#### **Vegetation Control Spraying**

Commissioner Al Chmielak moved to approve the quote from Lettermen Lawncare for vegetation control spraying of fencelines, borders and playgrounds, seconded by Commissioner Karen Klotz. Motion carried 5 votes Aye to 0 votes Nay.

**SecureOne Livescan**

Commissioner Phil Perez moved to approve the agreement with SecureOne for background check submissions to Illinois State Police via Livescan, seconded by Commissioner Raechel Perez. Motion carried 5 votes Aye to 0 votes Nay.

**Swing Bays**

Commissioner Raechel Perez moved to approve purchase of 2 swing bays from Imagine Nation (Playworld) for Commissioners Park, seconded by Commissioner Al Chmielak. Motion carried 5 votes Aye to 0 votes Nay.

**Pavement Repair/Installation**

Commissioner Phil Perez moved to approve the quote for pavement repair/replacement at Memorial Park, seconded by Commissioner Al Chmielak. Motion carried 5 votes Aye to 0 votes Nay.

**FY 2022-2023 Officers**

Commissioner Al Chmielak moved to retain all officers in their current roles for FY 2022-2023, seconded by Commissioner Karen Klotz. Motion carried 5 votes Aye to 0 votes Nay.

**Board Meeting Calendar**

Commissioner Karen Klotz moved to approve the Board Meeting Calendar for FY 2022-2023, seconded by Commissioner Raechel Perez. Motion carried 5 votes Aye to 0 votes Nay.

**Approval of Draft Ordinance 2022-1**

Commissioner Phil Perez moved to approve Ordinance 2022-1: An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds For the Posen Park District, Cook County, Illinois For The Fiscal Year Beginning On The First (1st) Day of May 2022 And Ending On The Thirtieth (30th) Day Of April 2023 for posting and scheduling of a public hearing to coincide with the June 7<sup>th</sup> Board Meeting, seconded by Commissioner Jody Chmielak. Motion carried 5 votes Aye to 0 votes Nay.

**Public Comments** – None

**Executive Session** – None needed.

**Adjournment**

Commissioner Raechel Perez moved to adjourn the meeting at 7:12pm, seconded by Commissioner Karen Klotz. Motion carried 5 votes Aye to 0 votes Nay.

## Report of the Director of Parks & Recreation May 3<sup>rd</sup>, 2022 Board Meeting

### **Maintenance Items**

- I am still looking for possible summer maintenance help. I have feelers out to Bremen High School for possible recommended candidates.
- Jeff has begun grass cutting and that will continue to be his primary task going forward until weather causes the growth to slow. I will help out when and where needed to keep caught up.

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

- **Possible Future Capital Project Goal List** (Funds Permitting)
  - Top off Safety Surfacing As Needed – No new information
  - Finishing Pavement Replacement at Memorial Park – Received quote from Wally's.
  - ADA access and path to playground & pavilion and additional swings at Commissioners Park – Received quote from Wally's for paving and ImagineNation (Playworld) for swing bays. Consider options for additional swing order (maybe self-install to save money?)
  - Repair Work on Pavillion Roofs, Soffits, & Fascia – Have not received a proposal from A Abel. No new information.
  - Plumbing Work & Office/Bathroom Construction in Maintenance Building/Office
  - Furnace Replacement/Possible A/C

### **Meetings /Activities**

- SWSRA – The next SWSRA meeting is May 18, 2022. My turn as President for the Board of Directors has come up in this year's officer rotation.
- The Egg Hunt Saturday April 16<sup>th</sup> was well attended. Thank you to all who helped spread eggs and monitor areas. Two age groups were well behaved while the parents for the youngest age group were not and stormed the field with the kids. Someone dropped a false golden egg in the oldest age area but it did not appear to go to the responsible party. I had a spare prize to give to the child who turned it in rather than ruin their day. Will have to modify the special eggs for next year as we have used the gold for several years and this is the first attempt at cheating.
- I have ordered the restrooms and am contacting Republic for the dumpster for the carnival. Waiting on delivery of the posters. The police department has been given a sign up sheet for security and I am in contact with the chief.
- Once I have a date from the Village for the Resale I will plan ours for the following weekend with an alternate or additional goal date for September. The date was not yet finalized at last contact but I was told July.
- I am waiting for confirmation from Versiti on their end about doing a Blood Drive in conjunction with the Posen Fire Department's Pancake Breakfast on October 9<sup>th</sup>.

### **Correspondence/Other**

- I intend to schedule vacation days on May 16<sup>th</sup> & 17<sup>th</sup> due to my birthday and medical appointments