



MINUTES OF AUGUST 19, 2021 MONTHLY BOARD MEETING

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for August 19, 2021 took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Michael Hixenbaugh, Executive Director, at mhixenbaugh@butterfieldpd.com to arrange to monitor or participate in the meeting.

The agenda for the meeting was posted as required by State statutes.

This action has been taken in compliance with P.A. 101-0640 and the Governor's Disaster Proclamation of July 23, 2021 suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.

Commissioner Montgomery called the meeting to order at 6:32 p.m.

Upon roll call the following commissioners were present: Commissioners Tovey, Berntsen, Piotrowski, and Montgomery.

Staff Present: Executive Director Hixenbaugh, Director Reiner, Superintendent of Business and Communications Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Tovey made a motion to approve the Agenda for August 19, 2021; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF/SPECIAL REPORT

Michael DeValle, auditor from Lauterbach & Amen, highlighted several aspects of the independent Audit and the Comprehensive Financial Report performed by Lauterbach & Amen and answered questions from the Commissioners.

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Tovey offered kudos to staff on a wonderful summer, and Commissioner Berntsen expressed that he was looking forward to the upcoming concert at The Glen.

APPROVAL OF REGULAR MEETING MINUTES – June 10, 2021

Commissioner Tovey made a motion to approve the Board meeting minutes of June 10, 2021; seconded by Commissioner Piotrowski.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

MONTHLY FINANCIAL REPORT – June 2021

Commissioner Tovey made a motion to accept the June 2021 Financial Report; seconded by Commissioner Berntsen.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

MONTHLY FINANCIAL REPORT – July 2021

Commissioner Berntsen made a motion to accept the July 2021 Financial Report; seconded by Commissioner Tovey.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List July 2021

Commissioner Berntsen made a motion to approve the Disbursements of July 2021; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- Aquatics financials have not been finalized, but at this time we're close to breaking even.
- The Glen activities have been very popular. The grand opening is August 28.
- The district received a \$2500 grant to support concerts at The Glen

b.) Capital Development/Special Projects Report

- The district has received commitment for additional legislative grants.
- The water feature continues to be revised as well as some electricity issues. Landscaping work continues.
- We have had several episodes of vandalism in the parks. Surveillance options are being researched.
- Water conservation options will be looked into for watering the new park.

c.) Recreation Report

- Approximately 300 people attended Family Fun Fest which was a great success.
- Polar Express event has only a few openings remaining.
- Aquatics was a success and people really enjoyed the pool.
- Preschool's first day is September 7.
- The Rec Kids program is underway for both school districts.
- The Craft Fair is scheduled for September 25.

UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

NEW BUSINESS

- a.) Commissioner Berntsen made a motion to approve Resolution #21-8-1, a resolution authorizing the Butterfield Park District to approve a temporary construction easement for the State of Illinois, Department of Transportation; seconded by Commissioner Tovey.

Director Hixenbaugh explained that the request is for a very small area near the volleyball courts.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- b.) Commissioner Berntsen made a motion to approve Resolution #21-8-1, OSLAD grant program resolution of authorization; seconded by Commissioner Tovey.

Director Reiner explained that data was gathered from community input meetings and grant components are in line with the master plan.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- c.) Commissioner Berntsen made a motion to approve the Post Issuance Compliance Report; seconded by Commissioner Tovey.

This is an annual requirement to be completed before the Bond Issue.

Commissioner Piotrowski temporarily lost her connection to the meeting and was not present for the vote.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Tovey, Berntsen, and Montgomery)

NAYS: None

Commissioner Piotrowski reconnected to the meeting at this time.

A brief discussion ensued regarding the necessity to hold a meeting in September. This meeting was approved as "Optional." At this time there is no foreseeable need to have a meeting.

MOTION TO ADJOURN

At 7:56 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Tovey.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____