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## **MINUTES OF JANUARY 12, 2017 MONTHLY BOARD MEETING**

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

Upon roll call the following commissioners were present: Commissioners Berntsen, Piotrowski, Saunderson, and Kryger.

Staff Present: Executive Director Reiner, Superintendent of Recreation Sara June, Manager of Parks and Facilities Tim White, and Administrative Coordinator Oona Kelly.

### **APPROVAL OF AGENDA**

Commissioner Berntsen made a motion to approve the Agenda for January 12, 2017; seconded by Commissioner Kryger.

Discussion: There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

### **INTRODUCTIONS OF GUESTS AND STAFF**

There were no guests present and no introductions at this time.

### **APPROVAL OF REGULAR MEETING MINUTES – December 8, 2016**

Commissioner Saunderson made a motion to approve the Board meeting minutes of December 8, 2016; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

### **COMMENTS AND COMMUNICATIONS**

Several communications were highlighted for the Board including the newest NEDSRA brochure and conference details from IAPD.

### **TOPICS FROM THE FLOOR**

There were no topics from the floor at this time.

## MONTHLY FINANCIAL REPORT – December 2016

Commissioner Saunderson made a motion to accept the December 2016 Financial Report; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

## APPROVAL OF DISBURSEMENTS–Approval of Claims List December 2016

Commissioner Saunderson made a motion to approve the Disbursements of December 2016; seconded by Commissioner Berntsen.

Director Reiner answered Board questions regarding line items reflecting the purchase of the property at 53 and 56. He also indicated that he would make the clarification of the wording for the purchase of a piece of park maintenance equipment in the official record.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

## PRESIDENT AND COMMISSIONERS' COMMENTS

There were no Comments at this time.

## COMMITTEE REPORTS

There were no Committee Reports at this time.

## DIRECTOR'S AND OPERATIONS REPORT

### a.) Director's Administration and Parks Report

- We will be receiving the latest version of the IDOT project to review. This project is still not funded.
- Update was given on the spenddown of the referendum funds so far.
- The budget timeline was distributed to the Board again. Director Reiner asked the Board to mark these important dates in their calendars. There were no requests for changes at this time.
- Director Reiner has asked NEDSRA to change the date of their upcoming meeting to accommodate a scheduling conflict that he has. He is awaiting their response.

### b.) Business and Communications/Early Childhood Report

- There were no questions from the board regarding this report.

### c.) Parks/Maintenance Report

- Construction has been completed on the ice rink. Weather will determine when the ice will be ready for skaters.
- Additional cleanup has been completed in the parks.
- Picnic tables are being refurbished and new tables will be purchased for Glen Briar's pavilion.
- Compilation of safety documents continues in anticipation of the upcoming loss control review.
- There have been several unanticipated repairs required to the HVAC system.
- Bids are being solicited for the replacement of the pool's sand filter.

d). Recreation Report

- Marketing fliers have been distributed to the schools and have generated additional program enrollment.
- Many of the programs are being staffed by full-time employees allowing flexibility with marketing sales.
- There is a Bullfrogs swim team meeting scheduled for February.
- Winter Break camp was extremely busy and very well-attended.
- Rentals continue to be brisk with many scheduled for the month of January.
- Meetings continue with the local schools regarding programming and facility usage.
- School district calendar changes will be challenging, but were anticipated and we will adjust accordingly.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a). Commissioner Saunderson made a motion to approve Ordinance #17-1-1: An ordinance abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$2,355,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2010; seconded by Commissioner Berntsen.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

- b). Commissioner Saunderson made a motion to approve Ordinance #17-1-2 regarding Board Member and Staff Travel Policy as presented; seconded by Commissioner Kryger.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

- c). Commissioner Kryger made a motion to approve changes in bid limits for Butterfield Park District resulting from amendments and changes to Illinois Consolidated Statutes (105 ILCS 5/10-20.21) resulting in raising our bid limits from \$20,000 to \$25,000 and to amend our written policy and procedures to reflect said changes as necessary; seconded by Commissioner Saunders.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

At 7:25 p.m. Commissioner Saunderson made a motion to enter into Executive Session for the purpose of Land Acquisition Discussion; seconded by Commissioner Kryger.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

At 7:55 p.m. Commissioner Berntsen made a motion to resume the regular Board Meeting; seconded by Commissioner Kryger.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

**ACTION TO BE TAKEN FROM CLOSED SESSION**

There was no final action taken from closed session.

**MOTION TO ADJOURN**

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

Upon a voice vote, the motion passed:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson, and Kryger)

NAYS: None

PRESIDENT \_\_\_\_\_

BOARD SECRETARY \_\_\_\_\_