

CHANNAHON PARK DISTRICT

Minutes of the October 28, 2019 Regular Meeting of the Board of Commissioners

CALL TO ORDER

The meeting was called to order by Commissioner Caldwell at 4:59 p.m. at the Park District offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT: Geldean, Caldwell, Clower, Babich, Lehman

COMMISSIONERS ABSENT: None

STAFF PRESENT: Leonard, Knutson, Munkvold, Cole, Zalewski

GUESTS PRESENT: Aaron Gold

Everyone present at the meeting recited the Pledge of Allegiance.

PUBLIC COMMENT

No Public Comment

APPROVAL OF MINUTES

The minutes of the September 16, 2019, Regular Board Meeting were presented for approval. Motion by Commissioner Babich second by Commissioner Geldean to approve the minutes of the Regular Board Meeting for September 16, 2019. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

No Correspondence

COMMISSIONER'S REPORTS

Commissioner Lehman reported that the Sengo Ribbon Cutting was very nice. Commissioner Caldwell also added that it was a nice turn out. The hot coco, coffee, donuts, and gift bags were a nice touch. Please pass the word onto Jennifer that it was nicely done.

TREASURER'S REPORT

Staff presented the monthly Treasurer's Report and reviewed the outstanding bills. Motion by Commissioner Geldean second by Commissioner Clower to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Executive Director Leonard presented the Pay Application 4 & 5 for Georges Landscape in the amount of \$252,342.20 this is for Sengo and Al Wood Parks. Motion by Commissioner Lehman second by Commissioner Clower to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Leonard presented the Travel Expenses for approval. Motion by Commissioner Clower second by Commissioner Babich to accept and pay the travel expenses. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard announced that Arroyo Trail still remains closed because there is water going over the pavement.

The job announcement for the Director of Golf Position has been posted. Commission Caldwell would like to take a look at them. We currently have 15-16 applications with a final date to except them is November 15.

Leonard would like to have a Board Retreat on a Friday or Saturday in December going from 9am until 3pm to talk about the future. Commissioner Lehman is gone the month of December back on January 1. Maybe January 3 or 4 Saturday the 4th maybe best for everyone. Commissioner Geldean is busy on the 3rd.

STAFF REPORTS

Superintendent of Recreation & Facilities Knutson states the Recreation Fund is tracking ahead of last year. Next month fee adjustments for the budget and the upcoming minimum wage increase.

Commissioner Geldean asked about the SRC roof and it was reported to the board everything is up and moving. With all of the rain we had had the new seal coating is holding up.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Leonard spoke that Wednesday the 30th that there is a plan to go to Greenwald Property. Lehman and Clower will also be at that meeting.

Brenda VanAsdlen will be added to the Park Foundation Board.

Commission Lehman said he would like to see if someone else on the Board could step up and take his spot on the Foundation to be the liaison between the two Boards.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Spear Financial Aaron Gold was present and stated that McHenry Savings Bank won the bid for the Bond in the about of \$685,095 at 2.5996%. Motion by Commissioner Lehman second by Commissioner Babich to accept McHenry Savings Bank for the Bond at 2.5996%. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Leonard suggests that we cap the resolution approving the waiving of competitive bidding to \$50,000. Each resolution will be specific to each project. Motion by Commissioner Geldean second by Commissioner Clower to cap resolutions at \$50,000. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Park Planning Manager Cole state that in early May a wash out near Bell Road in Arroyo Trails we had Chamlin Associates come out and bid for repair on the extensive damage in September. Chamlin will work closely with three contractors and they will handle everything in the amount of \$13,500. Motion by Commissioner Geldean second by Commissioner Clower to accept Chamlin Associates, Inc. for the repair of Arroyo Trails. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Superintendent of Finance & Human Resources Munkvold presented the Fall 2019 Computer Rotation. Motion by Commissioner Geldean second by Commissioner Babich proceed with the Fall Computer Rotation. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Munkvold presented that we cap vacation accrual at 320 hours which is 8 weeks. It has been decided to table this to next month to possible lower those hours more. We would like to Grandfather a small amount of employees that have accrued more than that amount of hours.

Six days we don't pay out at the end of employment. Anything about 240 we currently have \$75 per 8 hours goes towards retirement service credit for retiree insurance premium.

Changes in Lay-Offs for Separation of Employment for Full Time Employees.

Motion by Commissioner Lehman second by Commissioner Babich proceed with the changes to the policy updates. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Munkvold would like to cap the amount one family receives from the George McCoy Financial Assistance Program. To \$75 per person and a max family amount of \$225. Motion by Commissioner Lehman second by Commissioner Babich proceed with the George McCoy Financial Assistance Program. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

Munkvold presented the Job Description changes in the Board Packet and would like to move forward with those changes. Motion by Commissioner Clower second by Commissioner Babich proceed with the Job Description changes. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich, Lehman. Motion carried 5-0 with no absence.

ADJOURN TO CLOSED SESSION

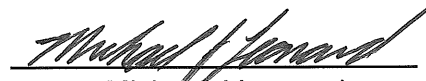
Motion by Commissioner Geldean second by Commissioner Clower to adjourn to Closed Session at 6:24 p.m. for 5 ILCS 120/1(c)(5) Purchase or lease of real estate for the public body and 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body. 5 ILCS 120/1 (c) (12) Semi-Annual Review of Closed Session Meeting Minutes Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Lehman, Babich. Motion carried 5-0 with one absence.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at _____ p.m. Motion by Commissioner Geldean second by Commissioner Clower to adjourn to Open Session at _____ p.m.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Geldean, second by Commissioner Clower to adjourn the meeting at _____ p.m. All ayes, motion carried.



Michael J Leonard
Secretary