

CHANNAHON PARK DISTRICT

Minutes of the December 16, 2019 Regular Meeting of the Board of Commissioners

CALL TO ORDER

The meeting was called to order by Commissioner Caldwell at 5:00 p.m. at the Park District offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT: Caldwell, Clower, Babich

COMMISSIONERS ABSENT: Geldean, Lehman

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

GUESTS PRESENT: None

Everyone present at the meeting recited the Pledge of Allegiance.

PUBLIC COMMENT

No Public Comment

APPROVAL OF MINUTES

The minutes of the November 25, 2019, Regular Board Meeting were presented for approval. Motion by Commissioner Babich second by Commissioner Clower to approve the minutes of the Regular Board Meeting for November 25, 2019. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

Christmas cards are flooding in.

COMMISSIONER'S REPORTS

Nothing to Report

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported that our current financial status is good except for golf but all is looking good.

Staff presented the monthly Treasurer's Report and reviewed the outstanding bills. Motion by Commissioner Clower second by Commissioner Babich to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard announced Pros Consulting is coming in on Thursday and hopefully PDRMA.

February 15, 2020 will be the date for the Board Meeting Retreat with Speer Financial will be in attendance.

Budget needs a bit more work but will be brought back in January for review.

Ancel Glink will be hosting the Friday evening dinner at Conference on January 24.

Mike Huber and myself will be going to the Golf Conference and the PGA Show January 20-22.

We have sent PDRMA our agreement with SRJC that was done a year ago and we will be going over this again. The last time it was done prior was 1981 and this was before PDRMA was in existence.

In review of our Joint Site Purchase with the School District we have found the documentation that we have purchased the land. The sweat equity is paid off plus some. July 2020 we will start billing CSD #17 for our mowing.

STAFF REPORTS

Superintendent of Recreation & Facilities Knutson states not a lot of changes. Winter Wonderland about 800 – 1,000 people showed up. It was a great event.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Superintendent of Finance and Human Resource Munkvold stated that the RTP money has come in. They are working on a new campaign to get more money.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

2020 Board Meeting Dates look okay but maybe a push to move December 21st. Meetings will still be at Monday at 5 pm. Motion by Commissioner Clower second by Commissioner Babich to accept the 2020 Board Meeting Dates. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Munkvold presented the TAW 2020 and would like to lower it to \$700,000. Busey Bank has a warrant at 2.23% which would be \$11,707 of interest, which we pay down as property taxes are paid. Motion by Commissioner Babich second by Commissioner Clower to accept the TAW 2020. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Munkvold presented the Appointment of Auditor to the Board. Lauterbach & Amen, LLP will become our new auditors. They would like to move Golf to Rec instead of an enterprise like it currently is set up. This Firm will also do our CAFR report. Brian Zabel & Assoc. has been our auditor for years but they also do taxes so we are not high on the priority list when we need information or deadlines. Leonard would like to see golf move over but currently it's not using tax payer money. Leonard feels golf will turn around in a year or 2. Motion by Commissioner Clower second by Commissioner Babich to except Lauterbach & Amen, LLP to become our new Auditors. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented the Electric Contract 2020 – 2024. It's a 4-year contract with Direct Energy for a \$7,000 savings. There is a potential for more savings if we look into solar panels. Motion by Commissioner Clower second by Commissioner Babich to accept the 4-year contract with Direct Energy for a \$7,000-dollar savings over the life of the contract. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented the 2 hot water circulating pumps at the Field House have stopped working. This emergency repair will cost \$11,350. With Southwest Mechanical doing the work. Motion by Commissioner Babich second by Commissioner Lehman to proceed with the emergency repairs by Southwest Mechanical to replace 2 Circulating Pumps in the amount not to exceed \$11,350.00. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented that we add a Holiday to be in the limits of the Federal Holidays – Presidents Day to be added to the Full Time Holiday, this will not be an overtime holiday for part time staff. Motion by Commissioner Babich second by Commissioner Geldean to add Presidents Day to the Full Time Calendar for an additional day off. 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 board with accepting the proposal from Geotech, Inc. in the amount of \$9,000 for Land Survey Services for re-platting of The Ravines PUD. They have worked with us before on this project and has a working relationship with both the Village of Channahon and the Park District. Motion by Commissioner Clower second by Commissioner Babich to hire Geotech, Inc for Land Survey Service for Re-platting of The Ravines PUD in the amount of \$9,000. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard would like to go to the sole source of Phase 1 for Arroyo Trails – Splash Pad. APE Studio is the exclusive distributor of Richter Spielgerate Playground Equipment. Motion by Commissioner Clower second by Commissioner Babich to go with the sole source for the Splash Pad at Arroyo Trails. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented the Board with the cost of the By Owner Items from Hitchcock Design Group. The cost of the Splash Pad Equipment cost is \$69,000. Motion by Commissioner Clower second by Commissioner Babich to Purchase By Owner Items for the Splash Pad Equipment for Arroyo Trails in the amount of \$69,000. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented the Ratification of Phone Poll Approving Additional Funding for the Repair of Arroyo Trails. Motion by Commissioner Clower second by Commissioner Babich for phone poll approval. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.

Leonard presented the changes to our Policies and Procedures 2.8 Emergency Closings. This policy will address cold weather changes, delay openings and employees coming to work on the closed days. The Board is questioning if we are closing why are we asking staff to come in. Leonard and Knutson with check with PDRMA on this issue.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Babich to adjourn the meeting at 5:45 p.m. All ayes, motion carried.

ADJOURN TO CLOSED SESSION

Motion by Commissioner Clower second by Commissioner Babich to adjourn to Closed Session at 5:47 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: Caldwell, Clower, Babich. Motion carried 3-0 with Geldean and Lehman absent.



Michael J Leonard
Secretary