

**FEBRUARY 14, 2018 PLAINFIELD TOWNSHIP PARK DISTRICT
PARK BOARD OF COMMISSIONERS MEETING MINUTES**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, February 14, 2018 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield.

CALL TO ORDER / ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:03 pm with the following members present: Ayres, Hosford, Poling, Rausch, Steinys, Thoman, Ludemann

Absent: None

Staff present: Carlo Capalbo, Executive Director, Wendi Calabrese, Director of Administrative Services/Secretary, Maureen Nugent, Director of Finance & I.T./Treasurer, Jen Rooks-Lopez, Director of Parks & Planning, Andy Dunfee, Superintendent of Facilities

There were 6 members of the public in attendance.

Commissioner Ayres led the pledge to the flag.

PUBLIC COMMENTS

Tom Bohanek, Nature's Crossing told the Board nothing has been done and the rainy season is coming. Executive Director Capalbo updated Mr. Bohanek and the Board on steps staff has taken per board direction. Executive Director Capalbo said staff has cleared down as much as we can with our mowers and are waiting for Will County to inform us if the grant will be available. Staff is still working with Bill Alstrom from Wheatland Township but the snow came in which is causing a delay.

CONSENT AGENDA

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the consent agenda which included:

- A. Minutes of the January 10, 2018 Special Meeting/Public Hearing
- B. Minutes of the January 10, 2018 Park Board of Commissioners Regular Meeting
- C. Bills and Claims Check Numbers 97551-97613 Totaling \$750,015.69; Bank Drafts 538-559, Totaling \$42,465.16 and Voided Check Numbers 97594, 97595, 97596, 97597, 97613 Totaling \$0.00
- D. Interim Check Numbers 97533-97550 Totaling \$27,108.23 Bank Drafts 509-536 Totaling \$79,604.00; Voided Check Number 97543 Totaling -\$200.00 January 19, 2018 Payroll Check Numbers 500294-500308 Totaling \$3,494.33 and Direct Deposits 21463-21532 Totaling \$53,668.04; February 2, 2018 Payroll Check Numbers 500309-500317 Totaling \$5,330.44 and Direct Deposits 21533-21611 Totaling \$59,987.62
- E. Cash Report December, 2017

Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hosford-Yes, Thoman-Yes, Poling-Yes, Rausch-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

Staff is anticipating our walls to start going up next week at the recreation center. Executive Director Capalbo commended Director Rooks-Lopez for keeping a diligent watch on the recreation center project. Executive Director Capalbo said that through bids coming in low we will have approximately \$1,000,000.00 to do some other improvements to the site. Executive Director Capalbo said the Risk Manager position will be posted and the goal is to have them start by April 1. Executive Director Capalbo informed the Board of the Hazard Hunter Competition from PDRMA and how the District is participating. Executive Director Capalbo thanked Manager Miller and the parks department for their hard work during the recent snows.

1. Department Directors

a) Director of Administrative Services

Director Calabrese informed the Board that the campaign for naming the new recreation center started on Monday. Staff is looking into costs from an outside marketing firm for District awareness. Scout Olympics is taking place on Facebook be sure to participate. Any commissioners attending the Legislative Breakfast should respond to Director Calabrese by the February 19.

b) Director of Finance & I.T.

Director Nugent thanked the commissioners for attending the recognition and appreciation dinner, and thanked the committee members who have served since 2015. Director Nugent introduced Anthony Micelli from PMA who informed the Board of the results of the bond sale.

c) Director of Parks & Planning

Director Rooks-Lopez commended Manager Keith Miller and the snowplow crew who did a great job plowing during the 9 straight days of snow. Staff tested the new ventrac mower at Parkview Meadows and found they could now cut the park in 2 hours instead of a few days. Nicor is going to do additional pipeline replacements this year and 4 staff went to a winter pruning class held at the Morton Arboretum.

d) Director of Recreation

Superintendent Dunfee informed the board that Front Line Dance came in 1st place in all 8 of the divisions at their first competition. Basketball games were cancelled last Saturday due to snow and he is in the process of rescheduling the. Superintendent Dunfee thanked Manager Miller and the parks staff for keeping the parking lots clear of snow for the rentals and programs.

2. Presentations

There were no presentations.

COMMITTEE COMMENTS

A. Capital & Development

No report.

B. Finance & Liability Committee

No report.

C. Personnel & Policy

Commissioner Poling said the committee started working on procedures to complement the Board Policy Manual. The Committee discussed adding Martin Luther King Day and Veteran's Day as employee holidays. The committee consensus was that employee holidays do not need amending at this time.

D. Recreation and Marketing

No report.

E. Governance and Accountability

No report.

ACTION ITEMS

A. Resolution 2018-01 (A Resolution to Include Cash Payments Related to Health Insurance as IMRF Earnings)

A motion was made by Commissioner Thoman that the Park Board of Commissioners approve Resolution 2018-01 a resolution electing to include as earnings reportable to IMRF cash payments made separately from salary and made in lieu of or related healthcare benefits effective July 1, 2001 be adopted. I move that Wendi Calabrese, secretary of the board, is authorized and directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund. Seconded by Hosford. Roll Call: Thoman-Yes, Hosford-Yes, Ayres-Yes, Rausch-Yes, Poling-Yes, Steyns-Abstain, Ludemann-Yes. Motion Carried.

B. Ordinance 2018-02 an “Ordinance providing for the issue of approximately \$980,000 General Obligation Park Bonds, Series 2018, of the District, for the purpose of improving neighborhood parks, improving and equipping parks and park facilities and building and equipping a new recreation center and improving the site thereof, providing for the levy of a direct annual tax sufficient to pay the principal and interest on the bonds, and authorizing the sale of the bonds to the purchaser thereof”

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve an ordinance providing for the issue of \$980,000 General Obligation Park Bonds, Series 2018, of the Plainfield Township Park District, Will and Kendall Counties, Illinois, for the purpose of improving neighborhood parks, improving and equipping parks and park facilities and building and equipping a new recreation center and improving the site thereof, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Busey Bank be adopted. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hosford-Yes, Rausch-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

None.

NEW BUSINESS

A. Planning Topics

1. Eaton Preserve Barn

The Board discussed options for stabilization, repair, demolition and possible uses for the Eaton Preserve Barn. The Board directed staff to reach out to the Historical Society about the possible demolition of the Eaton Barn and to get cost estimates for recycling barn wood and demolition of Eaton Barn

2. Four Seasons Park

The Board discussed the potential I-55 interchange and how it would impact the park, possible solutions to deal with the washrooms flooding, the general condition of the park and when the Ridge Road property might be developed. The Board directed to staff to meet with the Village to see if there is an interest in a land swap and if they have any land to swap, speak with a realtor for an estimate of a sale price, speak with Will County Forest Preserve about a possible land swap and to maintain what is there. The Board also would like staff to continue pursuing lighting the fields in Bott Park.

B. Riverfront/Electric Park West Lighting

Executive Director Capalbo said the Riverfront Foundation approached the District about lighting the pathway through Electric Park West, however, they do not want to be responsible for them once they are purchased and installed. Executive Director Capalbo said the lights would be on Village property and we would be happy to rework the agreement so the Village would be responsible for them but the Village does not want the responsibility for the lights. The Board discussed the request and the consensus was that we don't light our trails and parks close at dusk so the District does not want ownership of the lights.

BOARD INITIATIVES

A. Establishment of Monthly Committee Meetings

<u>Capital & Development</u>	Does not need to meet.
<u>Finance & Liability</u>	Does not need to meet.
<u>Personnel & Policy</u>	February 28 at the Rec/Admin Center, 1:00 pm
<u>Recreation & Marketing</u>	March 6 at the Rec/Admin Center, 5:30 pm
<u>Governance & Accountability</u>	Does not need to meet.

Recap of Board Initiatives

Commissioner Ludemann asked if there was Board consensus for each of the initiatives before adding them to the list.

- Reach out to the Historical Society about Eaton Barn
- Get cost estimates for recycling barn wood and demolition of Eaton Barn
- Four Seasons Park
 - Meet with the Village to see if there is an interest in a land swap and if they have any land to swap
 - Speak with a realtor for an estimate of a sale price
 - Speak with Will County Forest Preserve about a possible land swap
 - Maintain what is there
- Pursue lighting at Bott Park

COMMISSIONER COMMENTS

- Commissioner Hosford said she is involved in a GreenTown Will County which is a conference designed to help create healthy, sustainable communities. Commissioner Hosford asked the Board to consider becoming a sponsor.
- Commissioner Poling said she is pleased to hear the park staff attended the winter pruning class.
- Commissioner Thoman attended Coffee with the Mayor this morning and said that Director Calabrese did an admiral job representing the District.
- Commissioner Ludemann said she and Director Crisman met with a group of students to discuss no smoking in parks and that as part of their project the students may be coming to the May meeting to ask the Board to consider implementing a policy for no smoking in the parks. Commissioner Ludemann read a thank you card from Manager Bartlett and Greg Bott's family.

ADJOURN

A motion was made by Commissioner Ayres that the Park Board of Commissioners adjourn the meeting at 8:04 pm. Seconded by Commissioner Hosford.

Ayes – 7 Nays – 0

The meeting was adjourned at 8:04 pm.

Respectfully Submitted,



Wendi Calabrese
Secretary