

**MAY 9, 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, May 9, 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 6:02 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, Jennifer Rooks-Lopez, Director of Parks & Planning, Cheryl Crisman, Director of Recreation

There were 20 members of the public in attendance.

Commissioner Ayres led the pledge to the flag.

ELECTION OF BOARD OFFICERS

A. President

Commissioner Ludemann asked if there were any nominations for President. Commissioner Poling nominated Commissioner Ludemann for President. Commissioner Ludemann accepted the nomination. There were no other nominations. A motion was made by Commissioner Thoman to elect Commissioner Ludemann as President. Seconded by Commissioner Ayres. Commissioner Steinys questioned Commissioner Ludemann about her platform and why she wanted to continue as president. Commissioner Thoman called the question. Roll Call: Thoman-Yes, Ayres-Yes, Hosford-Yes, Poling-Yes, Rausch-Yes, Steinys-No, Ludemann-Abstain. Motion Carried.

B. Vice-President

Commissioner Ayres nominated Commissioner Poling for Vice-President. Seconded by Commissioner Hosford. Commissioner Poling accepted the nomination. There were no other nominations. Commissioner Steinys questioned Commissioner Ludemann about her platform and why she wanted to continue as president. Roll Call: Ayres-Yes, Hosford-Yes, Rausch-Yes, Steinys-Abstain, Thoman-Yes, Poling-Abstain, Ludemann-Yes. Motion Carried.

V. Appointments

A. Board Secretary

A motion was made by Commissioner Rausch to appoint Wendi Calabrese as Secretary. Seconded by Commissioner Hosford. Roll Call: Rausch-Yes, Hosford-Yes, Ayres-Yes, Steinys-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

B. Board Treasurer

A motion was made by Commissioner Ayres to appoint Maureen Nugent as Treasurer. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Thoman-Yes, Poling-Yes, Hosford-Yes, Rausch-Yes, Ludemann-Yes. Motion Carried.

C. Park District Attorney

A motion was made by Commissioner Hosford to appoint Kavanagh, Grumley and Gorbald, LLC as the Park District's general counsel. Seconded by Commissioner Poling. Roll Call: Hosford-Yes, Poling-Yes, Rausch-Yes, Ayres-Yes, Thoman-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

D. Official Newspaper for the Park District Publications

A motion was made by Commissioner Ayres to appoint the Enterprise as the official newspaper for the Park District publications. Seconded by Commissioner Rausch. Roll Call: Ayres-Yes, Rausch-Yes, Steinys-Yes, Hosford-Yes, Thoman-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

E. Secondary Newspaper for the Park District Publications

A motion was made by Commissioner Ayres to appoint the Herald News as the secondary newspaper for the Park District publications. Seconded by Commissioner Rausch Roll Call: Ayres-Yes, Rausch-Yes, Steinys-Yes, Hosford-Yes, Thoman-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

F. FOIA Officers

A motion was made by Commissioner Ayres that Carlo Capalbo, Executive Director, Wendi Calabrese, Director of Administrative Services and Maureen Nugent, Director of Finance and I.T. be appointed as the District's Freedom of Information Officers and to successfully complete the annual training program administered by the Illinois Attorney General's Public Access Counselor. Seconded by Commissioner Hosford. Roll Call: Ayres-Yes, Hosford-Yes, Steinys-Yes, Poling-Yes, Rausch-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

F. OMA Designees

A motion was made by Commissioner Ayres that Carlo Capalbo, Executive Director, Wendi Calabrese, Director of Administrative Services and Commissioner Mary Kay Ludemann be appointed as the District's Open Meetings Act Designees and to successfully complete the annual training program administered by the Illinois Attorney General's Public Access Counselor. Seconded by Commissioner Poling. Roll Call: Ayres-Yes, Poling-Yes, Thoman-Yes, Hosford-Yes, Rausch-Yes, Steinys-Yes, Ludemann-Abstain. Motion Carried.

PUBLIC COMMENTS

Tom Bohanek asked if there was any new news about the drainage. Executive Director Capalbo said that Baish Excavating will honor the price they quoted last year and expect the work to be complete by June 15.

CONSENT AGENDA

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the consent

- A. March 14, 2018 Regular Meeting Minutes
- B. Interim Check Numbers 97754-97764 Totaling \$6,021.79 Bank Drafts 676-708 Totaling \$39,821.69; April 13, 2018 Payroll Check Numbers 500364-500374 Totaling \$3,681.42 and Direct Deposits 21910-21976 Totaling \$54,745.15; April 27, 2018 Payroll Check Numbers 500376-500384 Totaling \$3,481.85 and Direct Deposits 21977-22046 Totaling \$57,635.04
- C. Bills and Claims Check Numbers 97765-97825 Totaling \$823,189.76; Bank Drafts 709-741, Totaling \$67,574.46 and Voided Check Numbers 97773, 97792, 97807, & 97808 Totaling \$0.00
- D. Cash Report March, 2018

STAFF REPORTS

A. Executive Director

Heritage Grove Middle School Reality IL Group

Students from the Heritage Grove Middle School Reality IL Group gave a presentation to the Board about how and why smoking, second hand smoke and cigarette butts on the ground are harmful to the environment and community and asked the Board to consider making the Plainfield Park District Parks tobacco free. The Board discussed the request and asked staff to prepare a Tobacco Free policy for the June meeting.

Executive Director Capalbo updated the Board on PARC progress, the Legislative Conference, PDRMA's Loss Control Review, and the meeting he and Director Rooks-Lopez had with CAMBr.

B. Department Directors

- Director of Finance & I.T. pointed out a new report that will be included in board packets, said staff is looking into new phone systems and timekeeping software, and that all credit card processing devices have been upgraded and are PCI compliant.
- Director Rooks-Lopez reported all restrooms are open, the pool will be filled May 14 and Kids Around the World will take Heritage Grove and Norman Greenway playgrounds to be repurposed for use in other countries.

B. Department Directors (continued)

- Director Crisman shared comments from the Rialto Theater staff who said that our dance recital is the best one to work with, Great Adventures held their step up and graduations, and NTEC show season starts Saturday.
- Director Calabrese reminded the Board about the special workshop/training May 31, 6p at the PTCC and said to watch social media for our new Share Your Smile program.

C. Presentations

1. Basketball Presentation

Superintendent Dunfee presented statistics from this year's basketball program, program highlights and changes planned for the program next year.

COMMITTEE COMMENTS

Personnel & Policy

Commissioner Poling said the committee finished reviewing the policy manual and staff is in the process of completing a procedure manual from the committee discussions.

ACTION ITEMS

A. Bid #1040 Various Asphalt Repairs and Replacements

A motion was made by Commissioner Steinys that the Park Board of Commissioners award the Various Asphalt Repairs & Replacement #1040 to TAT Enterprises Inc. for \$29,460.71 and approve the Director of Parks & Planning to execute the appropriate agreements. Seconded by Commissioner Hosford. Roll Call: Steinys-Yes, Hosford-Yes, Rausch-Yes, Ayres-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

B. Park Dedication (Walkers Grove Athletic Fields)

A motion was made by Commissioner Steinys to table the Park Dedication request. The motion failed due to the lack of a second.

A motion was made by Commissioner Hosford that the Park Board of Commissioners rename Walker's Grove Park to Riederer Field. Seconded by Commissioner Ayres. Staff and instructors from Walker's Grove School presented their request for renaming to the Board. Roll Call: Hosford-Yes, Ayres-Yes, Steinys-Abstain, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

A motion was made by Commissioner Hosford that the Park Board of Commissioners approve Resolution 2018-02 renaming Walker's Grove Park to Riederer Field. Seconded by Commissioner Ayres. Roll Call: Hosford-Yes, Ayres-Yes, Steinys-Abstain, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

A. Bott Park Annexation

A motion was made by Commissioner Poling that the Park Board of Commissioners authorize payment of \$67,000.00 to Clayton and Deborah Olson in accordance with the terms of the Pre-Annexation and Allocation of Cost Agreements. Seconded by Commissioner Hosford. Roll Call: Poling-Yes, Hosford-Yes, Thoman-Yes, Ayres-Yes, Rausch-Yes, Steinys-Abstain, Ludemann-Yes. Motion Carried.

NEW BUSINESS

A. April 11, 2018 Closed Session Minutes

A motion was made by Commissioner Thoman that the Park Board of Commissioners approve the April 11, 2018 Closed Session Minutes and that they remain closed. Seconded by Commissioner Rausch. Roll Call: Thoman-Yes, Rausch-Yes, Hosford-Yes, Ayres-Yes, Poling-Yes, Steinys-No, Ludemann-Yes. Motion Carried.

BOARD INITIATIVES

A. Set Committee Meetings

Executive Director Capalbo said that at this point the Governance and Accountability Committee is Commissioner Ludemann and Commissioner Poling and asked the Commissioners to let the president know if they are interested in a specific committee so that the appointments can be made next month.

B. Recap Board Initiatives

- Prepare a smoke free park policy
- Look into areas for a potential community garden

COMMISSIONER COMMENTS

- Commissioner Poling said she had a wonderful time at Parks Day at the Capitol.
- Commissioner Rausch said he is distressed about the breakdown of civility this evening.
- Commissioner Steinys said he enjoyed attending the dance recital and that the staff and dancers did a good job.
- Commissioner Thoman said he is interested in touring PARC.

CLOSED SESSION

A motion was made by Commissioner Hosford to go into closed session at 7:51 pm as permitted under the Open Meetings Act under 5 ILCS 120/2.(c)(1)The appointment, employment, compensation discipline, performance, or dismissal of specific employees of the public body; and 5 ILCS 120/2.(c)(5), the purchase or lease of real property including discussing whether a particular parcel should be acquired to reconvene. Seconded by Commissioner Thoman. Roll Call: Hosford-Yes, Thoman-Yes, Steinys-Yes, Rausch-Yes, Poling-Yes, Ayres-Yes, Ludemann-Yes. Motion Carried.

RECONVENE IN OPEN SESSION

A motion was made by Commissioner Rausch to reconvene in open session at 8:10 pm. Seconded by Commissioner Ayres. Roll Call: Rausch-Yes, Ayres-Yes, Thoman-Yes, Hosford-Yes, Steinys-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

ACTION FOR ITEMS DISCUSSED IN CLOSED SESSION

None.

ADJOURN

A motion was made by Commissioner Hosford that the Park Board of Commissioners adjourn the meeting at 8:10 pm. Seconded by Commissioner Rausch.

Ayes – 7

Nays – 0

The meeting was adjourned at 8:10 pm.

Respectfully Submitted,



Wendi Calabrese
Secretary