

MINUTES OF THE REGULAR MEETING
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
DECEMBER 20, 2023

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, December 20, 2023 at the Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

The meeting was called to order at 7:02 PM by President Jean Ott.

President Ott led the Pledge of Allegiance.

Roll Call was taken showing the following members present:

Commissioners Jean Ott, President; Maryann Grygiel, Vice-President;
Present: Irene Jarocinski, Treasurer, John Blankenship, Commissioner, Russell Bean, Commissioner

Absent: None

Also Present: Bruce Baum, Executive Director/Secretary; Steven Muenz, Executive Director, Vince DeGrado, Superintendent of Parks; Maria Piworski, Supt. of Finance/HR, Jim Huetson, Supt. of Recreation; Bryan Mraz, MPD Attorney, Josh Novelli, Recreation Supervisor,

Guests: Kurt Asprooth (Ansel Glink)

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. It was moved by Commissioner Blankenship and seconded by Commissioner Grygiel to approve the Agenda as presented. Commissioner Ott asked for discussion. Commissioner Ott requested executive session 122(C)3.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean, Irene Jarocinski, John Blankenship
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Blankenship and seconded by Commissioner Grygiel to approve the Regular Meeting Minutes of November 15, 2023 as presented. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Maryann Grygiel, Russell Bean, Irene Jarocinski, John Blankenship, Jean Ott
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Jarocinski and seconded by Commissioner Grygiel to approve the Executive Session Meeting Minutes of November 15, 2023 as presented.

Call to Order

Pledge of Allegiance

Roll Call

Approval of December 20, 2023 Agenda

Approval of the Regular Meeting Minutes: November 15, 2023

Approval of Executive Session Minutes – November 15, 2023

Commissioner Ott asked for discussion. Commissioner Bean commented on a minutes concern. To be brought up in executive session.

ROLL CALL VOTE:

Aye: Russell Bean, John Blankenship, Irene Jarocinski, Jean Ott, Maryann Grygiel
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve the payment of disbursements for past and future bills. Commissioner Ott asked for discussion. Commissioner Bean questioned a payout to Joe Donaldson. Executive Director Baum detailed the payout. Commissioner Ott questioned check 5717. Executive Director Baum answered satisfactorily regarding payees. Commissioner Ott questioned check 5742 regarding the payout for removal of trees. Executive Director Baum stated the tree removal was necessary.

ROLL CALL VOTE:

Aye: Russell Bean, John Blankenship, Irene Jarocinski, Jean Ott, Maryann Grygiel
Nay: None
Absent: John Blankenship
Motion Carried.

It was moved by Commissioner Blankenship and seconded by Commissioner Grygiel to approve the payment of disbursements for payroll for month ending November, 2023. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye, John Blankenship, Irene Jarocinski, Jean Ott, Maryann Grygiel, Russell Bean
Nay: None
Absent: John Blankenship
Motion Carried.

The Treasurer's Report for the month ending November 15, 2023 was given by Treasurer Jarocinski. The report will be filed for future auditing purposes.

Executive Director Baum presented resolution plaque to Itasca Bank and Trust. Director Baum presented plaque to Attorney Mraz for his work with the District.

Supt. DeGrado provided his written report in the packet. Supt. DeGrado discussed an alarm concern and discussion ensued. Commissioner Ott asked if the District has an annual maintenance package. Supt. DeGrado stated District staff provides most maintenance. Commissioner Grygiel discussed METRA commuter parking lot signage payment. Director Baum stated the payment was for work toward the adjustment of signs and posts. Commissioner Ott questioned the salt spreader use on 2018 pickup. Commissioner Jarocinski asked if staff will continue to plow METRA lots and what other lots are plowed. Executive Director Baum stated under the METRA lease, district will continue to plow even as a large portion of the west lot has been blocked off.

Supt. Huetson provided his written report in the packet. Commissioner Grygiel commended staff on Pizza with Santa. Commissioners Grygiel, Jarocinski and Ott commended staff on movie event and Santa Calls. Commissioner Ott asked if attendance at Pizza with Santa was higher than last year. Supt. Huetson stated it was the same. Commissioner Grygiel asked questions regarding the youth basketball programs. Supt.

Approval of Disbursements – Past and future bills as presented.

Approval of Disbursements for Payroll for month ending November, 2023

Treasurer's Report – November 15, 2023

Presentations

Parks / Maintenance Report

Recreation Report

Huetson answered satisfactorily.
Supt. Piworski provided her written report in the packet and discussed the budget.
Commissioner Ott asked regarding OSLAD funds. Commissioner Ott commended staff.

Finance/HR Report

Director Baum provided Safety Coordinator Goode's report to the Board. There were no questions from the Commissioners on the report. Backflow inspections. Annual report to be provided in February. Infrared tested taken place. Commissioner Ott mentioned NEDSRA received grant \$1000 for AED. Questioned if staff has requested grants. Director Baum stated the grants are for specific projects and ideas. The district has not requested these grants in the past.

Safety Report

Attorney Mraz had no report to file at the meeting.

Attorney's Report

No written or verbal communications from the public.

**Written/Verbal
Communications from
Public to
Staff/Commissioners**

Commissioner Bean mentioned or asked about Goodenough Park progress, website status. Commissioner Blankenship mentioned IAPD/IPRA Conference. Commissioner Ott mentioned or asked about the following subjects: Website, agendas and minutes. Discussion ensued; Proof of the Giving Tree brochure; Including RMSBO in District brochure, on website, or have leaflet created; requested Commissioner Jarocinski contact Director Muenz to complete audit; discussed opportunities for Commissioners at IAPD/IPRA Conference.

**Commissioner
Comments**

No citizen comments that came before the Board of Commissioners.

Citizen Comments

NEDSRA has finalized 2024 meeting calendar. Budgeting for 2024

**Director's Notes:
NEDSRA**

Director Muenz mentioned the tax levy was presented to the county November 21.

**Filing of Tax Levy
Ordinance**

Director Muenz mentioned an email will be sent to Commissioners regarding travel and details. Friday dinner provided by Ancel Glink. Staff dinner will take place Thursday.

**2024 IPRA/IAPD
Conference**

Director Muenz mentioned third draft will be reviewed at January 17, 2024 meeting. Commissioner Ott had questions or comments regarding overhead door replacement, Summer Park Staff line item, tennis court windscreens, NRPA conference. Commissioner Jarocinski had questions or comments regarding purchase of light bulbs, METRA lot maintenance, the 2024 pickup truck, new tables through capital improvements, elevator inspection fees.

**Items for Discussion:
2024 Fiscal Budget
(Draft #2)**

Director Muenz provided an update regarding project construction bidding and timing of completion. Discussion regarding pavilions and what type should be purchased and what size may be purchased with funds available within the OSLAD grant.

OSLAD Update

Commissioner Jarocinski discussed the agency wide goals and when they would go into effect.

**Unfinished/Old
Business**

It was moved by Commissioner Blankenship and seconded by Commissioner Grygiel to adopt Ordinance 23-3, an Ordinance allowing for an intra funds transfer within the recreation department. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean, Irene Jarocinski, John Blankenship

Nay: None

Absent: None

Motion Carried.

New Business
Ordinance 23-3: Intra funds transfer

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to adopt Ordinance 23-4, an Ordinance allowing for an inter funds transfer between the general fund and the paving and lighting fund. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean, John Blankenship, Irene Jarocinski

Nay: None

Absent: None

Motion Carried.

Ordinance 23-4: Inter funds transfer

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve District staff to surplus property as needed and requested. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Maryann Grygiel, John Blankenship, Russell Bean, Irene Jarocinski, Jean Ott

Nay: None

Absent: None

Motion Carried.

Ordinance 23-5: Sale of surplus property of the Medinah Park District

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to enter into Executive Session under 120(C)3 at 8:42pm. There was no discussion.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean, John Blankenship

Nay: None

Abstain: Irene Jarocinski

Motion Carried

Executive Session
120/2(C) 1 - Personnel

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to reconvene the Regular Meeting of the Board of the December 20, 2023 meeting at 9:02pm on December 20, 2023. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean, Irene Jarocinski, John Blankenship

Nay: None

Absent: None

Motion Carried.

Reconvene Regular Meeting of December 20, 2023.

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve the executive session minutes as discussed. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel, John Blankenship
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to adjourn the Regular Meeting of the Board of Commissioners of December 20, 2023 at 9:03PM on Wednesday, December 20, 2023. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

All In Favor: Aye (5) - Blankenship, Bean, Jarocinski, Ott, Grygiel
Opposed: None
Absent:

Motion Carried.
Respectfully submitted,

Maria Piworski
Assistant Board Secretary

Date: _____

Jean I. Ott, President

**Approval of Executive
Session Minutes**

Adjournment