

MINUTES OF THE REGULAR MEETING
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
JANUARY 17, 2024

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday January 17, 2024 at the Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

The meeting was called to order at 7:00 PM by President Jean Ott.

Call to Order

President Ott led the Pledge of Allegiance.

Pledge of Allegiance

Roll Call was taken showing the following members present:

Roll Call

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

Commissioners Absent: John Blankenship

Also Present: Steven Muenz, Executive Director; Vince DeGrado, Superintendent of Parks; Maria Piworski, Superintendent of Finance/HR; Jim Huetson, Superintendent of Recreation

Public in attendance: Kurt Asprooth (Ancel 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 Bean and seconded by Commissioner Jarocinski to approve the Agenda as presented. Commissioner Ott asked for discussion. There was none. Ex. Director Muenz stated that there will be no need to go into Executive Session.

Approval of January 17, 2024 Agenda

ROLL CALL VOTE:

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

Nay: None

Absent: John Blankenship

Abstain: None

Motion Carried.

It was moved by Commissioner Jarocinski and seconded by Commissioner Bean to approve the Regular Meeting Minutes of December 20, 2023 as presented. Commissioner Ott asked for discussion. There was none.

Approval of the Regular Meeting Minutes: December 20, 2023

ROLL CALL VOTE:

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

Nay: None

Absent: John Blankenship

Abstain: None

Motion Carried.

It was moved by Commissioner Jarocinski and seconded by Commissioner Bean to approve the Executive Session Meeting Minutes of December 20, 2023 as presented. Commissioner Ott asked for discussion. There was none.

Approval of Executive Session Minutes – December 20, 2023

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the payment of disbursements for past and future bills. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

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

ROLL CALL VOTE:

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

The Treasurer's Report for the month ending December 31, 2023 was given by Treasurer Jarocinski. The report will be filed for future auditing purposes.

Supt. DeGrado provided his written report in the packet. Commissioner Grygiel asked about HVAC. Supt. DeGrado said that one went out in the Walnut Room and this morning one went out in the maintenance barn. Commissioner Grygiel asked who would be repairing the units. Supt. Degrado stated Ridgeway Heating & Cooling do the repair work. They did not install the equipment but will repair it. Commissioner Bean expressed frustration about the elevator inspection and the annual inspection. With both Otis and the county having to do inspections. Commissioner Jarocinski asked if we could look for a different company and do some price comparison. Commissioner Ott said the sled hill was a great success.

Supt. Huetsen provided his written report in the packet. Commissioner Grygiel stated the Winter Camps went well. Commissioner Bean stated well done! and commented on the increase in Fitness Center visits along with Open Gym numbers going up. Commissioner Ott asked about the Military Fitness membership discount. Supt. Huetsen stated that it was a 50 percent discount. Commissioners Ott and Bean said they could help promote the Military fitness memberships.

Supt. Piworski provided her written report in the packet. Commissioner Ott asked about the 1099 IRS rule change; also, if the IMRF percentages changed, Supt. Piworski said they dropped about 2 points down. Commissioner Jarocinski asked if we received all the 1099 forms needed from the businesses we work with, Supt. Piworski said yes. Commissioner

Approval of Disbursements – Past and future bills as presented.

Approval of Disbursements for Payroll for month ending December, 2023

Treasurer's Report – December 31, 2023

Parks / Maintenance Report

Recreation Report

Finance/HR Report

Grygiel asked about the auditors Sikich coming back, Supt. Piworski said yes it would be Brian and they need additional paperwork.

Director Muenz stated the safety report for 2023 will be presented at the February Board meeting. Also starting June 1, 2024, the beginning of Bloomingdale's fiscal year Mark Goode will be at Bloomingdale five days a week and no longer employed at the Medinah Park District. The district will need to find a new Safety Coordinator it could either be an in-house position or a part time position since it is only one day a week.

Attorney Asprooth had no report to file at the meeting.

The District received a thank you letter from Itasca Bank & Trust regarding the plaque and resolution.

Commissioner Grygiel had no comments. Commissioner Bean asked for an update on Goodenough Park. Supt. Degrado said the equipment has been delivered and is in the compound. There is a contract and contractor in place. Possible start date for demolition will be March or April due to the weather. Commissioner Jarocinski asked if people were able to view and choose park equipment? Commissioner Ott said no, this was a grant and we had no choice. Commissioner Grygiel asked for an update on the website. Supt. Huetsen said small changes and updates can be done internally and Weblinks would do larger changes. Commissioner Grygiel then asked about the pictures for the website and Supt. Huetsen stated we don't have a lot of good pictures right now and will have to wait for better weather to take pictures of the parks. Supt. Huetsen said they would like to have professional pictures taken for the website. Executive Director Muenz said the district will be hiring a part-time marketing coordinator to update the website and social media. Commissioner Ott said again great job on the sledding hill. Thank you, Commissioner Grygiel, for asking about Weblinks. Commissioner Ott said she was interested in having the Legislative Conference at Medinah in 2025. In 2023 it was held at Bloomingdale and 2024 it will be at Carol Steam. Medinah Park District is too small to host an event like this. Commissioner Ott said she spoke to Ex. Director Muenz about if the south Metra lot can be plowed more, she saw some vehicles parked in the snow. Commissioner Ott asked about the logo being applied to the new truck. Supt. DeGrado said Brisco will be doing it and the weather needs to be above freezing, so probably March or April. Commissioner Ott then asked Ex. Director Muenz what he thought about a magnet as a temporary solution because it would have our logo on it. He said they could look into it. Commissioner Ott wanted to remind everyone to let Ex. Director Muenz know if they would like to go to the chamber event at Montenegro Printing. The deadline to register is this upcoming Friday.

There were NO citizen comments that came before the Board of Commissioners.

NEDSRA has three new commissioners. Also, some cost concerns the roof at the Addison location of NEDSRA will have to be replaced. Hopefully the cost will be under one million, Ex. Director Muenz will keep the board updated.

2024 budget calendar provided at January 2024 board meeting. Budget Appropriation Ordinance in packet. Upon approval there will be a public hearing on February 21, 2024

Safety Report

Attorney's Report

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

**Commissioner
Comments**

Citizen Comments

**Director's Notes:
NEDSRA**

**2023-24 Budget
Calendar**

and it will be posted for 30 days.

Director Baum sent out a packet of information for the conference. Ex. Director Muenz sent information regarding travel, and the Metra trains run on the 52's from Medinah Train Station.

Ex. Director Muenz said the Statements of Economic Interest will be sent out, please fill out and return.

Former Director Baum assisted Ex. Director Muenz fill out the quarterly OSLAD report. Ex. Director Muenz spoke with Tod at Design Perspectives for information on OSLADS as a whole. Information has been sent to the Daily Herald. Tod from Design Perspectives will be here on February 14, 2024 for the bid opening. The pavilions should be ordered fairly soon. Commissioner Ott asked Ex. Director Muenz his opinion on the pavilion for S. Thorndale Park, he stated budget wise it would have to be function over form. He will be discussing this with Sue from Poligon.

Ex. Director Muenz provided the board with a yearly parking report from METRA. It shows a two-page report for permit parking with a revenue of \$14,635.65 and a three-page report for daily parking with a revenue of \$21,112.50 these amounts are for the whole year of 2023. Medinah Park District has a contract with METRA will last another 40 years and, with making approx. \$35,000 last year the Medinah Park District would like to keep anything taken in after expenses. Ex. Director Muenz said he has asked Supt. DeGrado for a report of true expenses of maintaining the lot. Ex. Director Muenz stated is it worth it to keep the contract? Ex. Director Muenz is having the attorney Kurt Asprooth (Ansel Glink) look into the contract. Attorney Asprooth said it sates that either party METRA or the Medinah Park District can cancel the contract with 90 days notice. Commissioner Ott then asked Supt. DeGrado about the easements with the west lot closed off. Supt. DeGrado said we don't use the easements. Ex. Director Muenz said based on discussion it appears we need more information on expenses before we negotiate with Metra.

Ex. Director Muenz asked if anyone had any questions regarding 2024 Budget – Draft #3 Commissioner Jarocinski said she had several. She started with REACT and asked about Medinah Park District not having a contract with them. Ex. Director Muenz said they address problems as they arise not preventative. Also, Medinah Park District had an assessment done with L6 and for a monthly fee they will take care of Medinah Park District's needs. L6 would like to do a presentation to the board at the February Board meeting. Commissioner Jarocinski's next question/comment was about the plants and flowers. Commissioner Ott said the issue isn't planting them it's the upkeep and watering. Commissioner Jarocinski then asked about the money in the budget for maintenance equipment, and she was told it is all items that are budgeted for.

IPRA Conference Per Diem. Ex. Director Muenz stated the Per Diem is for staying through Sunday, and to please turn in receipts and unused money after conference. Also, that an additional \$20.00 cap for travel expenses has been added on top of Per Diem.

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to adopt Ordinance 24-1, an Ordinance approving the Annual Budget and Appropriations in a Tentative Form. Commissioner Ott asked for discussion. There was none.

**2024 IPRA/IAPD
Conference**

**Statements of
Economic Interest**

OSLAD Update

**2023 METRA Parking
Report**

**2024 Budget – Draft
#3**

**Unfinished/Old
Business/Action Items**

**New Business
Ordinance 24-1: Tax
Levy**

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and Commissioner Grygiel to adopt Resolution 24-1, a Resolution approving the removal and addition of staff for safe deposit box. Commissioner Ott asked for discussion. There was none.

Resolution 24-1:

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to adopt Resolution 24-2, a Resolution approving the removal and addition of staff for Itasca Bank financial accounts. Commissioner Ott asked for discussion. There was none.

Resolution 24-2

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve Resolution 24-3, a resolution approving Ex. Director Steven Muenz as FOIA Officer and Open Meetings Act Officer, and Maria Piworski as FOIA Alternate and Open Meetings Act Alternate. Commissioner Ott asked for discussion. There was none.

Resolution 24-3

ROLL CALL VOTE:

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

It was moved by Commissioner Grygiel and seconded by Commissioner Bean to appoint Ex. Director Steven Muenz as Board Secretary. Commissioner Ott asked for discussion. There was none.

Appoint Ex. Director Muenz as Board Secretary

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to adjourn the Regular Meeting of the Board of Commissioners of the Medinah Park District for January 17, 2024 at 8:19 PM. Commissioner Ott asked for discussion. There was none.

Adjournment

<p>ROLL CALL VOTE: All In Favor: Aye (5) – Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel Opposed: None Absent: John Blankenship</p> <p>Motion Carried. Respectfully submitted,</p> <p>_____</p> <p>Steven Muenz Board Secretary</p> <p>Date: January 17, 2024</p> <p>_____</p> <p>Jean I. Ott, President</p>	
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