



# Medinah Park District

Minutes of the Regular Meeting  
May 15, 2024  
Connolly Recreation Center  
22W130 Thorndale Avenue, Medinah, IL.

The regular meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, May 15, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

## Call to Order

The meeting was called to order at 7:01 PM by President Jean Ott.

## Pledge of Allegiance

## Roll Call

Commissioners Present:

Jean Ott, President  
Maryann Grygiel, Vice President  
Irene Jarocinski, Treasurer  
Russell Bean, Commissioner

Commissioners Absent:

John Blankenship, Commissioner

Staff Present:

Steven Muenz, Executive Director, Board Secretary  
Vince DeGrado, Superintendent of Parks  
Maria Piworski, Superintendent of Finance/HR  
Jim Huetson, Superintendent of Recreation

## Public in Attendance

Fran Chvalovsky  
Gokhan Cukurova  
Ray Kubalewski

Auditor Brian LeFevre, Sikich

## Quorum

President Ott recognized a quorum.

## Changes to Agenda

None

## Approval of Agenda

It was moved by President Ott, seconded by Commissioner Bean to approve agenda as presented.

ROLL CALL VOTE:

Aye: Ott, Jarocinski, Bean, Grygiel

Nay: None

Abstain: None

Absent: Blankenship

## Approval of Consent Agenda

- A. Approval of April 17, 2024 Regular Board Meeting Minutes
- B. Approval of April 17, 2024 Special Board Meeting Minutes
- C. August Board Meeting date of August 21, 2024 to be moved to August 28, 2024
- D. Filing of April 30, 2024 Treasurers Report
- E. Approval of Monthly Disbursements
  1. Past and Future Bills totaling \$49,156.08
  2. Payroll totaling \$60,854.42
    - a. March 30, 2024 wages \$25,331.61

b. April 13, 2024 wages \$25,988.36

It was moved by President Ott, seconded by Commissioner Bean to approve consent agenda as presented.

**ROLL CALL VOTE:**

Aye: Ott, Jarocinski, Bean, Grygiel

Nay: None

Abstain: None

Absent: Blankenship

**Presentations**

A. Brian LeFevre from Sikich presented the 2023 Annual Comprehensive Financial Report (Audit) to the Board. President Ott asked if the current system used for credit card approval is sufficient. Brian LeFevre stated two people should review and sign as stated. President Ott asked about segregation of duties. Brian LeFevre mentioned this will continue to be a struggle in a small district, but staff is doing well.

B. Superintendent Piworski presented a detailed explanation of the Revenue and Expenditure Report, including financial information for the fiscal year through April 30. President Ott asked about the budget used for conference attendance. President Ott asked about the fund transfer from Recreation to Capital. President Ott brought up options for the maintenance barn roof. President Ott asked if funds from Paving & Lighting could be moved to another fund. Superintendent Piworski stated funds may be moved, but the amount in Paving & Lighting is relatively small. Commissioner Jarocinski stated the park district amount on her tax bill is highest total paid. There were no additional questions. The Board thanked Superintendent Piworski for the report.

Brian LeFevre left the meeting at 7:55 PM.

**Citizen Comments**

A. Gokhan Cukurova commended Supervisor Wogelius for Father/Daughter Dance. Introduced himself to Director Muenz. Stated disappointment Goodenough Park has not started. Mentioned a large net should be placed behind soccer goal at Manary Park to stop ball from reaching water after rain.

B. Fran Chvalovsky asked if the district appeals tax bills. Superintendent Piworski stated tax bills can be appealed by homeowner to the county, not to the park district.

**Staff Reports**

**A. Finance/HR report**

President Ott asked if there were any additional questions. Commissioner Grygiel asked if interview for Assistant Superintendent of Parks had taken place. Staff stated the interviews were ongoing. Commissioner Jarocinski asked how three checks were reissued. Superintendent Piworski stated stop payments were put on old checks and new checks were issued.

**B. Recreation report**

President Ott asked if there were any questions. Commissioner Grygiel asked how many students graduated from preschool program. Superintendent Huetson answered 5 students. Commissioner Grygiel asked if full time kindergarten will affect Kindergarten Club program next school year. Superintendent Huetson stated some changes to program are planned. President Ott thanked staff for putting a thank you to teachers on website for Teacher Appreciation Day. Commissioner Jarocinski asked if liability insurance is necessary for facility rentals. Superintendent Huetson explained when liability insurance is required.

**C. Parks/Maintenance report**

Commissioner Jarocinski asked about the door at the barn. Superintendent DeGrado stated approved contract was not sent in August. The door has now been installed. The floor cleaning machine has been delivered and staff has been trained on use. President Ott asked about the disposal of old floor machine. Staff stated it will be thrown out in the future. Commissioner Grygiel asked about the running of cable in facility. Superintendent DeGrado described the progress of installation.

**D. Risk Management report**

President Ott asked about Mark Goode's last day. Director Muenz stated it is May 31. President Ott congratulated Superintendent Huetson on the new safety responsibilities. President Ott asked what was done during playground tour. Superintendent DeGrado stated staff review all playgrounds bi-annually. A discussion regarding the existing Thorndale Park playground and playground surface took place.

**Communication from Citizens to Board/Staff**

Director Muenz stated a meeting took place with a representative from RMSBO regarding baseball fields. President Ott stated she received a question regarding Metra parking over the weekend. Director Muenz stated no fees are charged to park over the weekend.

**Executive Director Report**

A. Director Muenz stated NEDSRA will budget \$250,000 for new roof.

B. The Local Government Efficiency Act will require one additional working meeting. August 28 will be next date for meeting and report will be updated.

C. June agenda will include Board elections and appointments.

D. Goodenough Park application is in final review. Will be on construction schedule for fall season. OSLAD application for permit has been rejected due to watershed concerns. Park district staff, architect and engineer will review maps and set up a meeting. Director Muenz contacted IDNR representative and will contact once again in June with update. President Ott asked if project may be split. Director Muenz stated IDNR shows OSLAD as one project and cannot be split. Innovation Landscape has space in summer for construction. If denial stands, construction may not take place until fall. Commissioner Grygiel asked how long the permitting process for Goodenough has taken. Director Muenz stated the application was entered in December.

E. Metra contract was discussed. Corporate attorney made changes and Metra attorney denied all. This situation will be discussed at a special meeting. Director Muenz will set up a meeting with Metra prior to. Special meeting will be moved to June.

**Old Business/Action Items**

A. Annual Audit

It was moved by Commissioner Jarocinski, seconded by Commissioner Grygiel to approve annual audit provided by Sikich.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Grygiel, Bean

Nay: None

Abstain: None

Absent: Blankenship

**New Business**

A. Resolution 24-15 – Brochure Printing Agreement – Action Printing, Inc.

It was moved by Commissioner Bean, seconded by Commissioner Jarocinski to approve brochure printing agreement.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Grygiel, Bean

Nay: None

Abstain: None

Absent: Blankenship

B. Resolution 24-16 – Thorndale Park OSLAD Construction Agreement – Innovation Landscape, Inc.

It was moved by Commissioner Grygiel, seconded by Commissioner Bean to approve Thorndale Park OSLAD Construction Agreement.

ROLL CALL VOTE:

Aye: Bean, Grygiel, Ott, Jarocinski

Nay: None

Abstain: None

Absent: Blankenship

**Commissioner Comments and Future Agenda Items to Consider**

Commissioner Grygiel thanked the staff for all their hard work. Commissioner Jarocinski had no comments. Commissioner Bean had no comments. President Ott stated she also attended the IDNR zoom website meeting. President Ott thanked Executive Director Muenz for putting the Public Health article about Lyme Disease on the website. President Ott asked that Executive Director Muenz keep an eye on spending with L6 Technologies. President Ott said at the Special Meeting when the topic of money spent on projects came up, she feels that the money received from grants is a positive to help our park district grow. President Ott asked if the District can send a thank you note signed by the Board and staff to the Morton Arboretum for the donation of the trees.

**Executive Session – 120/2(C)1 – Personnel**

It was moved by Commissioner Jarocinski and seconded by Commissioner Grygiel to move into Executive Session at 8:45 PM.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Grygiel

Nay: None

Abstain: Bean

Absent: Blankenship

The May 15, 2024 regular meeting of the Medinah Park District Board reconvened at 9:07pm.

**Other Business**

None

**Adjournment**

It was moved by Commissioner Bean, seconded by Commissioner Jarocinski to adjourn the regular meeting at 9:08PM.

VOICE VOTE:

All in Favor: (4)

Opposed: None

Absent: Blankenship

Respectfully submitted,

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Steven Muenz, Board Secretary

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Jean I. Ott, Board President

Date: May 15, 2024