



Medinah Park District

Minutes of the Regular Meeting

July 17, 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, July 17, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

Call to Order

The meeting was called to order at 7:04 PM by President Jean Ott.

Pledge of Allegiance

Roll Call

Commissioners Present:

Jean Ott, President

Irene Jarocinski, Treasurer

Russell Bean, Commissioner

John Blankenship, Commissioner

Commissioners Absent:

None

Staff Present:

Steven Muenz, Executive Director, Board Secretary

Vince DeGrado, Superintendent of Parks

Maria Piworski, Superintendent of Finance/HR

Jim Huetson, Superintendent of Recreation

Dan Touzios, Assistant Superintendent of Parks

Pete Cesaroni, Parks Department

Others Present:

None

Public in Attendance

None

Quorum

President Ott recognized a quorum.

Approval of Agenda

President Ott asked if there were any additions, corrections or deletions to the agenda. Ex. Director Muenz stated that the agenda could move forward as presented. It was moved by Commissioner Blankenship, and seconded by Commissioner Bean to approve agenda as presented. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Ott, Bean, Jarocinski, Blankenship

Nay: None

Abstain: None

Approval of Consent Agenda

A. Approval of June 19, 2024 Special Meeting Minutes

B. Filing of June 15, 2024 Treasurers Report for the month ending June 30, 2024 with a balance of \$2,357,818.22.

C. Check Runs dated June 28, 2024 totaling \$32,781.44, July 17, 2024 totaling \$70,724.94, and July 18, 2024 totaling \$14,911.00

D. Approval of Monthly Disbursements

1. Past and Future Bills as presented.

2. Payroll totaling \$75,380.81

It was moved by Commissioner Bean, seconded by Commissioner Blankenship to approve consent agenda of July 17, 2024 as amended.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Blankenship, Bean
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Jarocinski and seconded by Commissioner Bean to approve the regular meeting minutes of June 19, 2024 as presented. President Ott asked for discussion there was none.

ROLL CALL VOTE:

Aye: Jarocinski, Blankenship, Bean, Ott

Staff Reports

A. Finance/HR report. Transfer ordinance information explained for end of the year budget reporting. Also still waiting for invoice from IDES.

B. Recreation report. President Ott asked about the percentage of programs that are contracted versus in house instruction. Supt. Huetson is working to get all contracted programs to a 70%/30% split. President Ott mentioned Unplug Illinois was not well attended or marketed.

C. Risk Management Report. Supt. Huetson is working with PDRMA to make the transition for his new role as Safety Coordinator.

D. Parks/Maintenance Report. Surplus vehicles sold for \$16,368.75, they were picked up today. Question regarding the truck fleet. Discussion about the motorized vehicles in the parks. Commissioner Blankenship mentioned staff should look into trail cameras for the worst locations. The sidewalk issues around Manary were discussed.

Attorney's Report – There was none.

Citizen Comments – There were none.

Communication from Citizens to Board/Staff. Ex. Director Muenz stated we received a sympathy card from L6 Technologies for the passing of Commissioner Grygiel.

Executive Director Report

President Ott requested Executive Director Muenz print out his response to the Facebook posting on the Medinah, Itasca, Bloomingdale and Roselle Neighbors page regarding Goodenough Park. She thought it was written well.

A. NEDSRA – NEDSRA has not had a meeting all summer and the first meeting back will be on September 4, 2024. We have received the first invoice from them.

B. Goodenough Park – No update at this time.

C. OSLAD – We received the permit July 9, 2024 and had the first construction meeting today. Week of September 30, 2024 they should be ready to start landscaping and punch list items. Verbal okay for extension through the end of the year from IDNR hopefully we will not need to use it.

Items for Discussion

Elections were tabled at the last Board Meeting and will be taking place tonight. Two updates to the Employee Policy Manual pertaining to vacation time and facility, program and event policy for both personnel and commissioners.

Commissioner's Comments & Future Agenda Items to Consider

Commissioner Blankenship – No comment

Commissioner Bean – Discussed one of the policy manuals Ex. Director Muenz sent to the board. He stated using the template should be a great start and shouldn't take long to create.

Commissioner Jarocinski – No comment.

President Ott – Discussed the difference between resident and nonresident fees for programming.

Board Elections/Annual Appointments

Personnel Policy Manual updates

Discussion regarding the program use policy. Full-time staff should get in-house programs for no charge. Have to pay for tickets for events and field trips and pay the contractor's percentage of non in house programs. Commissioners will have to be limited. According to the Attorney Asprooth, the Commissioners should not have any discount as this can be seen as compensation. A limited amount will be added, such as \$250 total annually.

Vacation policy should be changed to allow staff the ability to use vacation as it is earned rather than wait a year. Ex. Director Muenz mentioned a 3 month probationary period can be used.

The Board approved both policies and Ex. Director Muenz will finalize verbiage for the August Board meeting.

Renaming of Goodenough Park

Discussion regarding renaming some parks. Use more non-specific names such as Commissioners Park or Veterans Park. A question was asked about the resurfacing of the new park signage. It was requested that staff look into the cost for redoing the signs.

Old/Unfinished Business

Park District Domain Name

Ex. Director Muenz stated no changes had been made yet. There will be no additional costs associated with the change. President Ott asked about business cards, and Ex. Director Muenz stated staff will not receive new cards until the current cards run out.

CRC Roof

Waiting for the 3 quotes from the companies related to the solar project. Commissioner Blankenship mentioned solar should be ended. The Board agreed that solar is not the correct choice. Staff should move forward with the spray on alternative and seeing the total is under \$30,000, no bid is required.

OSLAD

President Ott brought up the basketball court and possible installation near the construction of new sand volleyball and lawn games. Tod Staton previously mentioned this has been done at other locations and the cost would be roughly \$30,000 to \$40,000. Discussion revolved around the fact that each school has baskets and they may bring a bad element.

New Business

A. Election of Board Officers and Annual Appointments

It was moved Commissioner Jarocinski and seconded by Commissioner Bean to nominate for election Commissioner Ott for the position of President of the Board of Commissioners of the Medinah Park District. Commissioner Ott accepted the nomination.

ROLL CALL VOTE: (on nomination for President of the Board of Commissioners of Medinah Park District)

Aye: Jarocinski, Ott, Blankenship, Bean

Nay: None

Absent: None

Motion Carried.

President Ott stated she would like to nominate Commissioner Bean for Vice-President of the Board of Commissioners for Medinah Park District. Commissioner Bean stated he would not accept.

It was moved by President Ott and seconded by Commissioner Bean to nominate for election Commissioner Blankenship for the position of Vice-President of the Board of Commissioners of the Medinah Park District. Commissioner Blankenship accepted the nomination.

ROLL CALL VOTE: (ON NOMINATION FOR Vice-President of the Board of Commissioners of Medinah Park District)

Aye: Ott, Blankenship, Bean, Jarocinski

Nay: None

Absent: None

Motion Carried.

President Ott appointed Ex. Director Muenz as Secretary for the Medinah Park District Board of Commissioners. Superintendent Piworski will serve as Alternate Secretary.

President Ott appointed Commissioner Jarocinski as Treasurer for the Medinah Park District Board of Commissioners.

A discussion took place after President Ott appointed Superintendent Piworski as co-rep for Lake Park Tax Consortium. Superintendent Huetsen was appointed PDRMA representative.

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to accept all appointments as presented before the Board.

ROLL CALL VOTE:

Aye: Bean, Jarocinski, Ott, Blankenship

Nye: None

Abstain: None

Absent: None

Motion Carried.

B. Resolution 24-22: IMRF earnings as cash payment in place of related health insurance.

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve resolution 24-22.

ROLL CALL VOTE:

Aye: Jarocinski, Blankenship, Ott, Bean

Nay: None

Abstain: None

Absent: None

Motion Carried.

C. Resolution 24-23: Personnel vacation leave policy of Medinah Park District.

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve Resolution 24-23.

ROLL CALL VOTE:

Aye: Jarocinski, Blankenship, Ott, Bean

Nay: None

Absent: None

Motion Carried.

D. Resolution 24-24: Personnel use of recreational facilities and participation in Park District programs of the Medinah Park District.

It was moved by Commissioner Jarocinski and seconded by Commissioner Blankenship to approve Resolution 24-24.

ROLL CALL VOTE:

Aye: Jarocinski, Blankenship, Ott, Bean

EXECUTIVE SESSION:

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to enter the Board of Commissioners into Executive Session at 9:11pm. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Bean, Jarocinski, Ott, Blankenship
Nay: None
Absent: None
Motion Carried.

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to adjourn the Executive Session and return to the Regular Meeting of July 17, 2024 at 10:00pm. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Blankenship, Bean
Nay: None
Absent: None
Motion Carried.

Other Business:

Adjournment

It was moved by Commissioner Blankenship and seconded by commissioner Bean to adjourn the regular meeting of July 17, 2024 at 10:00pm. President Ott asked for discussion. There was none.

All in Favor: ___Ayes (4)
Opposed: ___Nays (0)
Motion Carried.

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Respectfully submitted,

Steven Muenz, Board Secretary

Jean I. Ott, Board President

Date: July 17, 2024