



Medinah Park District

Minutes of the Regular Meeting
June 19, 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, June 19, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

Call to Order

The meeting was called to order at 7:00 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:

Maryann Grygiel, Vice President

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

Others Present:

Kurt Asprooth, Attorney, Ancel Glink

Public in Attendance

None

Quorum

President Ott recognized a quorum.

Changes to Agenda

President Ott stated the Board will go into Executive Session for the purposes of discussing personnel, 120/2(C)1.

Approval of Agenda

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

ROLL CALL VOTE:

Aye: Ott, Jarocinski, Bean, Blankenship

Nay: None

Abstain: None

Absent: Grygiel

Approval of Consent Agenda

- A. Approval of May 6, 2024 Special Meeting Minutes
- B. Approval of May 15, 2024 Regular Board Meeting Minutes
- C. Approval of May 15, 2024 Executive Session Meeting Minutes
- D. Filing of May 15, 2024 Treasurers Report for the month ending May 31, 2024 with a balance of \$1,939,080.45.
- E. Approval of Monthly Disbursements
 1. Past and Future Bills dated June 11, 2024 totaling \$27,123.90
 2. Payroll totaling \$93,330.14

It was moved by Commissioner Blankenship, seconded by Commissioner Bean to approve consent agenda of June 19, 2024 as presented.

Commissioner Blankenship questioned check invoice 6044, \$350.00 to President Ott for reimbursement for IAPD training seminar. President Ott stated the initial thought was to pay for the training herself. President Ott then requested check invoice 6020, the Chase Credit card statement, stating that it was understood that staff would not register for trainings as the budget for that line item is out of line with the time remaining in the fiscal year. Executive Director Muenz asked if President Ott is referring to the payment for staff training. President Ott stated she was. Executive Director Muenz stated he and Superintendent Huetson registered for Professional Development School and have both received scholarships to cover the associated costs in full, but the District had to pay up front and will be reimbursed for the charges. Checks from SPRA totaling \$1000 have been received toward the scholarships. President Ott stated check invoice 6044 must be discussed in executive session. President Ott asked if the Board would vote on check invoice 6020.

Commissioner Bean requested information on check invoices 5997 and 6001 paid to Active, LLC and asked why there are two checks cut. Superintendent Huetson stated the district received multiple invoices dating back to 2022. Executive Director Muenz stated Active, LLC sent multiple invoices and staff reviewed whether the district had paid all invoices and stated that two invoices were shown as paid. The district did not include those invoice amounts in the payments.

President Ott requested a roll call vote on the amended Consent Agenda.

ROLL CALL VOTE:

Aye: Ott, Jarocinski, Bean, Blankenship

Nay: None

Abstain: None

Absent: Grygiel

President Ott asked the Board if they would approve check invoice 6020. If not, the check can be destroyed. President Ott requested a motion to approve check invoice 6020.

It was moved by Commissioner Blankenship, seconded by Commissioner Bean to approve check invoice 6020.

ROLL CALL VOTE

Aye: Ott, Jarocinski, Bean

Nay: Blankenship

Abstain: None

Absent: Grygiel

Staff Reports

A. Finance/HR report. No questions from the Board. President Ott stated new Assistant Superintendent of Parks new employee Dan Touzios was in attendance. Assistant Superintendent of Parks Touzios introduced himself and provided some professional background. President Ott asked when his first day was. Assistant Superintendent of Parks Touzios stated he began Monday. President Ott stated the tax money is in.

B. Recreation report. President Ott asked if there were any questions. President Ott said she attended the Dog Day of Summer Event, The Nashville Trip and the Concert in the Park. The Concert was well attended, stated the Dog Day Event was a good event. She also heard Summer Camp is going well. The Nashville trip was good, but information for Medinah and Bloomingdale registrants were not listed on enrollment pages.

C. Parks/Maintenance report. Superintendent DeGrado stated new hire Dan Touzios, Assistant Superintendent of Parks was a wonderful choice. President Ott stated the baseball fields look great.

D. Risk Management report. Superintendent Huetson is working on his transition to Safety Coordinator. He is also working with Mark Goods on CPR classes. President Ott stated she noticed Superintendent Huetson and Supervisors Wogelius and Novelli attended a training. Superintendent Huetson stated it was a bus driving session. Commissioner Blankenship stated the walking trail at Manary Park is not safe. President Ott mentioned wood chips are needed at Nordic and Thorndale Parks and asked if that has been ordered. Superintendent DeGrado said that is done at the end of the season.

Attorney's Report – There was none.

Citizen Comments – There were none.

Communication from Citizens to Board/Staff

Commissioner Jarocinski said a child fell on the Thorndale playground and she went and looked at other Park District playgrounds in the area and asked why our playgrounds included a concrete curb. Superintendent DeGrado said our playgrounds weren't designed to be a zero entry. President Ott said she received a comment about more seating needed at Manary Park. There were no comments made to staff.

Executive Director Report

A. NEDSRA – Three meetings left for the year, September, October and December. The roof work has started on the Addison Park District Centennial Building and NEDSRA will pay their portion over the next two fiscal years. NEDSRA's golf outing is September 19 at Glendale Lakes Golf Course. The RISE awards are on November 1 at the Shriner's in Addison and board members are strongly encouraged to attend.

B. Goodenough Park – The permit has been approved and D & J have the permit and we are scheduled for fall, hopefully time will open up and they can start work before that. Commissioner Bean asked if the demolition of the playground can be done to save time. Executive Director Muenz stated that without a start date for construction, staff does not want to demo the playground.

C. OSLAD – The county was under the impression that the parking lot across the street was part of the project and that is why the watershed issue was brought up. Since the parking lot is not part of the project we are back on track and should have the permit by the end of the week or next week. The contractors have us on the schedule the start right after 4th of July.

Items for Discussion

Board Elections/Annual Appointments – Information is in the board packets.

Augie Felcan Plaque – Commissioner Bean stated a plaque in the CRC would be acceptable. Commissioner Blankenship mentioned it may be a good idea to wrap this information into the 60th anniversary of the district in 2025. Superintendent DeGrado stated multiple people could be memorialized. President Ott agreed.

Park District Domain Name – Ex. Director Muenz has purchased a few domain names and would like to possibly change the Medinah Park District domain name to one that is more user friendly. The cost would be minimal and the work L6 Technologies would do is included in their contract. The board has asked the Executive Director Muenz verify the costs associated the change of domain name with L6 Technologies and if that is the case has agreed to move forward.

Commissioner's Comments & Future Agenda Items to Consider

Commissioner Bean – The district should start working on a Board policy manual. He believes it is brought regularly and needs to be completed. President Ott currently has Board policy manuals from four different agencies. Attorney Asprooth said he will provide some samples for Executive Director Muenz will share with the board.

Commissioner Blankenship – No comment

Commissioner Jarocinski – She would like the link for the Zoom meeting regarding the OSLAD project be made available to the commissioners to listen only.

President Ott – Asked Executive Director Muenz about proposals from Pizzo regarding the cattail removal. Executive Director Muenz provided President Ott with two proposals. Stated there are no motorized vehicles in the district parks. She mentioned a child used a motorized vehicle in the tennis courts on the night of the Concert in the Park. Three checks for employee mileage reimbursement. Requested using the district owned van. Commissioner Blankenship stated it makes sense to use personal vehicle if the meeting location is closer to employee home. President Ott stated a policy should be put in place, as well as the mileage should be shown from the park district, not the employees home. President Ott stated the employee compensation was previously a link on the district website, but she cannot find it. Executive Director Muenz stated the information is available at the district offices, which is also acceptable.

Old/Unfinished Business

Metra contract was discussed in special meeting and no action needs to be taken in this meeting.

Connolly Recreation Center roof – Executive Director Muenz stated portions of the roof must be redone. The budget is currently \$100,000 in this fiscal year. Superintendent DeGrado has a quote for a spray on roofing material for \$28,000. It is warranted for 20 years versus the 30 years of a regular roof. Executive Director Muenz spoke to Revenue Task Force regarding no cost solar power, which may also include roofing discounted or free of charge if included in the solar project. The solar would power the building and is set for 25 years at a specific kilowatt per hour. Additional information will follow. Commissioner Bean asked about the timeframe for the solar project. Executive Director Muenz stated it could be a couple of months. President Ott stated a project \$30,000 and over must go to bid. Additional items were discussed to the Board’s approval.

New Business

Election of officers and appointments – Commissioner Blankenship moved the election and appointments be tabled until all Board members are in attendance. President Ott asked if Commissioner Grygiel communicated if she was interested in running for Vice President. Executive Director Muenz stated she did not. President Ott stated to move elections to next month, and will vote no matter what Board members are in attendance.

Resolution 24-17 – Otis Elevator

It was moved by Commissioner Blankenship, seconded by Commissioner Bean to approve Resolution 24-17, a resolution approving a contract for elevator maintenance and service between the Medinah Park District and the Otis Elevator Company.

ROLL CALL VOTE:

Aye: Bean, Blankenship, Ott, Jarocinski

Nay: None

Abstain: None

Absent: Grygiel

Landscape Architect – President Ott asked if Board is happy with current Architect. Attorney Asprooth stated choosing a new firm would not be done via RFP, but through Professional Services Selection Act in which a firm is chosen, cost blind and then negotiations regarding costs take place. The Board will wait until a large project is planned.

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

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to move into Executive Session at 8:18 PM.

ROLL CALL VOTE:

Aye: Jarocinski, Ott, Bean, Blankenship

Nay: None

Abstain: None

Absent: Grygiel

The June 19, 2024 regular meeting of the Medinah Park District Board reconvened at 9:05 PM.

Other Business

None

Adjournment

It was moved by Commissioner Bean, seconded by Commissioner Jarocinski to adjourn the regular meeting of June 19, 2024 at 9:05PM.

VOICE VOTE:

All in Favor: (4)

Opposed: None

Absent: Grygiel

Respectfully submitted,

Steven Muenz, Board Secretary

Jean I. Ott, Board President

Date: June 19, 2024

CHECKS OVER \$1,000.00

List of June 28, 2024 past invoices exceeding \$1,000.00

Bloomington Park District	6,059.07	Safety Coordinator reimbursement
Pizzo and Associates	3,415.00	Meacham Creek Park Maintenance
Graf Tree Care	\$1,368	Emerald Ash Borer management
LRS, LLC	1,586.13	Contractual services
PDRMA	13,679.84	Health insurance & liability insurance
L6 Technology	2,288.99	Monthly service, phones, VOIP