



Medinah Park District

Minutes of the Regular Meeting
September 18, 2024 7:00PM
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, September 18, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

Call to Order

The meeting was called to order at 7:03 PM by President Jean Ott.

Pledge of Allegiance

Roll Call

Commissioners Present:

Jean Ott, President
Irene Jarocinski, Treasurer
Russell Bean, Commissioner
John Blankenship, Commissioner
Janan Jarosinski, 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

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. Director Muenz stated that the agenda could move forward as presented. It was moved by Commissioner Blankenship and seconded by President Ott to approve agenda as amended removing section 120-2C5 Real Estate. President Ott asked for discussion. There was none. Ex. Director Muenz stated that the agenda could move forward as amended.

ROLL CALL VOTE:

Aye: Ott, Blankenship, Bean, Jarocinski, Jarosinski

Nay: None

Absent: None

Abstain: None

Motion Carried

Approval of Consent Agenda

President Ott asked if there were any items Commissioners would like removed from the consent agenda. No items removed.

President Ott asked for a motion to approve the consent agenda, which included August Board meeting minutes, August Treasurer report, August monthly disbursements, August payroll. It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve the consent agenda as presented.

ROLL CALL VOTE:

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

STAFF REPORTS

A. Finance/HR Report Commissioner Bean stated that Supt. Piworski should be acknowledged for receiving the GFOA Award with possibly a press release on our website, the Daily Herald and IAPD, and IPRA. President Ott thanked Supt. Piworski for reaching out to Flood Brothers and hopefully the district can receive another \$1,000.00 donation.

B. Recreation Report Commissioner Blankenship asked what activities are available for older population and what are we doing to capitalize on the pickleball craze. Supt. Huetson stated a Pickleball Tournament will take place this winter or spring and staff are also looking into other activities as well. Commissioner Jarocinski suggested exercise classes for the older population. President Ott said the Color Fun Run was great and the Stretch Infusion classes are going well, especially the evening class.

C. Risk Management Report President Ott asked about the digitizing of the inspection reports. Supt. Huetson said staff will begin scanning the finished reports to have an electronic backup copy. President Ott also asked if the plywood on the playground could be adjusted. Commissioner Blankenship said that sometimes if the plywood is altered it could open liability issues. This should be reviewed by Attorney Asprooth or PDRMA. Supt. DeGrado said staff will probably end up taking down the broken pieces of equipment as it is over 20 years old and replacement parts are not available. The work would be done in-house.

D. Parks/Maintenance Report President Ott stated she was glad to hear all the tractors are now working. She also asked if we could put pictures of Meachum Creek on our website pointing out some of the special unique plants growing there, listing some information about the area and look into clearing the trails, as well as installing mile markers on the walking paths? Commissioner Blankenship asked if information about the plants at Manary Park could also be posted.

Attorneys Report There was none

Citizen Comments There were none

Written/Verbal Communication from Public to Staff/Commissioners

Commissioner Blankenship: what is the status of the light at Manary Park? Supt. DeGrado said it costs \$100.00 for a contractor to look at the light and staff are waiting until there is additional work in this area before coming out.

Commissioner Jarocinski: She had a few people tell her they don't think much of Goodenough Park.

Ex. Director Muenz received an email on 9/2/24 from a resident over by Goodenough Park and he responded to the email.

Director's Report – Notes

NEDSRA: Annual Report shows them in good standing. FLSA staff raises for exempt employees will take effect January 2025. Ex. Director Muenz and Supt. Piworski have been keeping an eye on this and how it will affect NEDSRA and the Medinah Park District. The NEDSRA Golf Outing is tomorrow. Ex. Director Muenz, Supt. Huetson, Recreation Supervisor Novelli and Asst. Supt. Touzios will be attending.

OSLAD Update: The trench has been dug for the ComEd powerline move. The check has been mailed and staff are now waiting for ComEd to come and move the line. Innovative Landscape quoted 32 manhours to dig the trench. It took 16 hours and staff hopes to get a break on the cost. Color samples of the pour-in-place surface were dropped at the office.

Harvest Fest: Will be held on September 28, 2024.

Information Technology Update: Commissioner Blankenship asked about a portal to view Medinah Park District documents. Ex. Director Muenz said the district will continue to use G Suites and documents can be shared via that program. Commissioner Blankenship asked if the documents are able to be converted if Sikich needs them.

25 FY Budget Update: Ex. Director Muenz said the first proof should be ready for the October meeting.

PD/SD #11 Co-op Digital Sign: Staff are waiting to hear back from DuPage County regarding approval of a digital sign. The School District property on the northwest corner of Medinah and Thorndale would be the best area. This sign would replace the sign currently

used by the School District. The districts would split the cost and use of the sign 50/50. The park district would still keep and use the digital sign on Thorndale.

Items for Discussion

Board Policy Manual: The manual is in the process of being created.

Goodenough Park Project: The park was viewed tonight by the staff and board. The contactor is currently working on the punch list. The board is in agreement to rename the park Commissioners Park. A discussion took place as to how to display past and current Commissioner names. Supt. DeGrado has priced out the possibility of using the current sign, but having a new sign created will be the only option. President Ott asked if a local company may be used. Supt. DeGrado is working on getting the current sign redone. The only option is to have the sign redone by the company who originally made the sign

COMMISSIONERS COMMENTS:

Commissioner Jarocinski: None

Commissioner Bean: None

Commissioner Jarosinski: None

Commissioner Blankenship: The Board should complete the retreat held with Greg Petry and review the SWOT analysis. As Commissioner Jarosinski was not at the first portion, the process may have to begin again. Suggested Ex. Dir. Muenz contact Greg Petry to schedule another meeting.

President Ott: IAPD staff facilitate Board retreats. President Ott contacted IAPD staff regarding scheduling a retreat for spring of 2025 for a cost of \$825. She would rather work with IAPD as opposed to Greg Petry and requested the thoughts of the rest of the Board. Represented Medinah Park District at the State Fair in Springfield for Park Conservation Day.

Thank you to the Board for approving the registration for the Conflict Management series she attended.

Fourth year as a judge on the IAPD Honors and Resolutions Committee. Judged volunteer of the year, Corporations and Partnerships. Will attend the Best of the Best Gala on October 25th.

Over the past 5 years, President Ott has created a Board Policy manual and has disseminated to Board.

Old Business

Commissioner Blankenship asked about the potential IGA with the Roselle Police Department. Ex. Dir. Muenz said the Village would put the item on the October 14th meeting agenda for approval. Also reached out to Itasca regarding an IGA for district property within the village.

President Ott asked if the Mayor of Roselle responded to the letter sent. Ex. Dir. Muenz said no.

President Ott asked if Eaglewood responded regarding programming.

New Business

Resolution 24-26: Metra Agreement

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve resolution 24-26, a resolution approving an agreement between the Medinah Park District and Metra.

ROLL CALL VOTE:

Aye: IJ, JJ, JO, JB, RB

Nay: None

Absent: None

Motion Carried.

Staff vacation payout as per resolution 24-23

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve a one-time payout to Vince Degrado and Maria Piworski for vacation hours not available to carry from one fiscal year to the next based on Resolution 24-23.

ROLL CALL VOTE:

Aye: JJ, JO, JB, RB, IJ

Nay: None

Absent: None

Motion Carried.

Memorial benches for Commissioner Maryann Grygiel and Augie Felcan:

It was moved by President Ott and seconded by Commissioner Bean to approve the purchase of memorial benches in the name of Commissioner Maryann Grygiel and Augie Felcan benches to be placed at the new playground at Thorndale Park put in with the OSLAD Grant.

ROLL CALL VOTE:

Aye: JO, JB, RB, IJ, JJ
Nay: None
Absent: None
Motion Carried.

IAPD Board Retreat: A discussion was held regarding scheduling an IAPD led Board retreat for May, 2025 if possible.

It was moved by Commissioner Jarosinski and seconded by President Ott to hold a Board retreat in the spring of 2025 facilitated by IAPD staff.

Commissioner Blankenship questioned the need for the IAPD retreat. President Ott stated a retreat should be held annually and IAPD is unbiased and felt the prior retreat had targeted questions.

ROLL CALL VOTE:

Aye: None
Nay: JB, RB
Abstain: JJ, IJ, JO
Motion Failed

EXECUTIVE SESSION:

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to enter the Board of Commissioners into Executive Session at 8:14 PM. President Ott asked for discussion. There was none.

VOICE VOTE:

Aye: 5
Nay: 0
Absent: None
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to adjourn the Executive Session and return to the regular Meeting of September 18, 2024 at 8:34 PM. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: JB, RB, JJ, IJ, JO
Nay: None
Absent: None
Motion Carried.

Other Business:

Resolution 24-27: Executive Session minutes review

It was moved by President Ott and seconded by Commissioner Bean to approve Resolution 24-27, a resolution approving of Executive Session minutes and determining which minutes to release or hold and which Executive Session recordings to destroy. Dates listed: 5/17/95 entirety, 7/10/23 entirety, 4/19/23 entirety, 6/21/23 section 2

ROLL CALL VOTE:

Aye: JO, JB, RB, JJ, IJ
Nay: None
Absent: None

Motion Carried.

Adjournment

It was moved by President Ott to adjourn the regular meeting of September 19, 2024 at 8:36PM. President Ott asked for discussion there was none.

VOICE VOTE:

Aye: 5

Nay: 0

Motion Carried.

Respectfully submitted,

Steven Muenz, Board Secretary

Jean I. Ott, Board President

Date: September 18, 2024