



Medinah Park District

Minutes of the Regular Meeting
October 16, 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, October 16, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

Call to Order

The meeting was called to order at 7:05 PM by President Jean Ott.

Pledge of Allegiance

Roll Call

Commissioners Present:

Jean Ott, President

John Blankenship, Commissioner

Russell Bean, Commissioner

Irene Jarocinski, Treasurer

Commissioners Absent:

Janan Jarosinski, Commissioner

Staff Present:

Steven Muenz, Executive Director, Board Secretary

Vince DeGrado, Superintendent of Parks

Jim Huetson, Superintendent of Recreation

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 presented. President Ott asked for discussion. There was none. Ex. Director Muenz stated that the agenda could move forward as presented.

ROLL CALL VOTE:

Aye: Ott, Blankenship, Bean, Jarocinski

Nay: None

Absent: Jarosinski

Abstain: None

Motion Carried

Approval of Consent Agenda

President Ott asked if there were any items to be removed from the consent agenda. No items removed. President Ott asked for a motion to approve the consent agenda.

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to accept the consent agenda of October 16, 2024 as presented. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Blankenship, Bean, Jarocinski, Ott

Nay: None

Absent: Jarosinski
Motion Carried

STAFF REPORTS

A. Financial Report President Ott asked if there were any questions. There were none.

B. Recreation Report Commissioner Bean asked about fitness center membership. Supt. Huetson stated changes will be made in 2025 including carpet and equipment. Commissioner Blankenship asked about preschool revenue and special events revenue. Supt. Huetson stated a change in the preschool schedule for next year may help and special events are normally put on for the community, not for a profit. President Ott asked about birthday parties and whether alcohol can be served at some events. Supt. Huetson stated the parties run 90 minutes and staff is looking into a license to serve alcohol at some events.

C. Risk Management Report President Ott asked about Supt. Huetson's training. Supt. Huetson said there are 20 separate PDRMA trainings all various times in length.

D. Parks/Maintenance Report Commissioner Blankenship asked about the asphalt at Manary Park. Supt. DeGrado said the warranty may be up for that. President Ott said there is money for sealant can that be used for the repairs? Supt. DeGrado said that is for sealing and filling the cracks. Supt. DeGrado was asked about the barn roof and the warranty. It was stated the roof warranty is 20 years for material and 3 years for workmanship.

Attorneys Report There was none

Citizen Comments There were none

Written/Verbal Communication from Public to Staff/Commissioners Ex. Director Muenz shared an email from a preschool parent impressed with the program. A letter and check were received from Pat Felcan. A Giving Tree leaf should be ordered. Commissioner Bean received a comment about a toddler enjoying Goodenough Park.

Director's Report – Notes

NEDSRA:

OSLAD Update- ComEd has moved the powerline. Innovation Landscaping is continuing work quickly. Surface will be installed shortly. The south side portion is almost complete. President Ott requested pricing on another bags set. It was stated the bags would be checked out at the office or can be brought by players.

Goodenough project update- Cunningham Recreation will quoted \$20,912.08 for the additional amenity with an 8 week lead time. D&J Landscape Inc. can install for \$8,700. The install can be done in the cold weather if the ground isn't frozen. Otherwise, the install will wait until spring of 2025.

METRA Update- The district collected the final cash on September 30, 2024. The parking operator that took over Metra has agreed to buy the machine for \$1,000. An invoice has been sent but no payment received yet. The district received the signed Metra agreement regarding the operations and now we can go onto the property exchange. Attorney Asprooth will begin the exchange process as it involves a property closing and may take months to complete. The current agreement stipulates METRA plow all parking lot areas and assumes all liability until the property exchange is complete.

Tax Levy- The Tax Levy is in the board packets. The aggregate levy 5% ordinance is \$1,262,137.00 starting January 1, 2024 ending December 31, 2024.

2025 IAPD/IPRA State Conference – The conference is January 23-25, 2025. Hotel rooms may be reserved now. The district will wait until 2025 to register as the budget won't allow registration this year. Ex. Dir. Muenz would like information on which Board members will attend.

Items for Discussion

Budget draft#1 – Quite a rough draft, many changes will be made. Ex. Dir. Muenz and Supt. Piworski will meet regarding the budget next week President Ott asked about the new tractor purchase. Supt. DeGrado said it was purchased through Sourcewell so it didn't need to go to bid. President Ott asked if staff has been able to gather information regarding a mowing contract. Ex. Dir. Muenz said that has not been done yet he needs to sit down with Supt. DeGrado. President Ott asked questions regarding the budget and it was decided President Ott and Ex. Dir. Muenz will meet to review those questions and comments.

Annual Board/Staff event- Ex. Dir. Muenz said due to budget constraints a big event isn't feasible this year. Possibly ordering food for a staff/Board lunch. A potluck was suggested, or the commissioners could go out.

Petry Consultants- Ex. Dir. Muenz spoke to Greg Petry and he will attend the November 7, 2024 meeting from 5-7pm to complete the SWOT analysis and complete the board retreat.

COMMISSIONERS COMMENTS

Commissioner Jarocinski mentioned possible dying trees at Riha Park and asked about the baseball field. Commissioner Blankenship requested staff fix the parking lot light at Manary Park. President Ott asked if the parks department has a pole saw, stated the district should look into grants for EV charging stations, requested staff order a podium, mentioned the program CANVA has a free option and is \$300 for 3 staff members, asked about the payroll system and what will be done for 2025, stated the Trees Forever grant is upcoming for 2025 and stated Harvest Fest was nice. President Ott also asked if the swing set at the old playground can still be used.

Old Unfinished Business

Board Policy Manual- Currently with Attorney Asprooth for review and approval. Ancel Glink to charge \$1600 for the review.

New Business

Park District Logo – Voting on logo design A for the 60th Anniversary and new logo. Colors to be determined at a later date. And add the name Medinah Park District.

ROLL CALL VOTE:

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

Discussion regarding Roselle Police IGA: Discussion only at this time. Ex. Dir. Muenz said this is a draft at this time and Attorney Asprooth is reviewing. When IGA is received from the Village of Roselle Ex. Dir. Muenz will show it to the board.

Innovation Landscaping has agreed to put in a new concrete walkway for Thorndale Park for a cost of \$4,000.00 Work will commence once the surface of the new playground is installed, weather permitting.

Resolution 24-28: Holiday and Personal Time Policy

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve the Holiday and Personal Time Policy as amended.

ROLL CALL VOTE:

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

Resolution 24-29: Innovation Landscape

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve the agreement for additional construction services between Innovation Landscape and the Medinah Park District.

ROLL CALL VOTE:

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

Resolution 24-30: Tidwell Roofing and Sheetmetal

It was moved by Commissioner Blankenship and seconded by Commissioner Jarocinski to approve the agreement for roofing repairs between Tidwell Roofing and Sheetmetal and the Medinah Park District.

ROLL CALL VOTE:

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

Resolution 24-31: Cunningham Recreation

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve the agreement for the purchase of the Falcon's Nest playground amenity between Cunningham Recreation and the Medinah Park District.

ROLL CALL VOTE:

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

EXECUTIVE SESSION:

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to enter the Board of Commissioners into Executive Session at 9:20 PM. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

Executive Session 9:29 PM – 120/2 (C)1 - Personnel

It was moved by Commissioner Blankenship and seconded by Commissioner Jarocinski to adjourn the Executive Session and return to the Regular Meeting of October 16, 2024 at 9:48 PM. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

Other Business:

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve 3.5% for the 2025 salary pool.

ROLL CALL VOTE:

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

Adjournment

It was moved by Commissioner Blankenship and seconded by Commissioner Jarocinski to adjourn the regular meeting of October 16, 2024 at 9:50 PM. President Ott asked for discussion. There was none.

All in favor: Ayes (4)

Opposed: Nays (0)

ROLL CALL VOTE:

Aye: JB, RB, IJ, JO

Nay: None

Absent: JJ

Respectfully submitted,

Steven Muenz, Board Secretary

Jean I. Ott, Board President

Date: October 16, 2024