



Medinah Park District

Minutes of the Regular Meeting
November 20, 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, November 20, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

Call to Order

The meeting was called to order at 7:02 PM by President Jean Ott.

Pledge of Allegiance

Roll Call

Commissioners Present:

Jean Ott, President

John Blankenship, Commissioner Via Phone

Irene Jarocinski, Treasurer

Janan Jarosinski, Commissioner

Russell Bean, Commissioner

Commissioners Absent: None

Staff Present:

Steven Muenz, Executive Director, Board Secretary

Vince DeGrado, Superintendent of Parks

Jim Huetson, Superintendent of Recreation

Maria Piworski, Superintendent of Finance/HR

Dan Touzious, Asst. Superintendent of Parks

Guests:

Attorney Kurt Asprooth

Tod Stanton

Public in Attendance

None

Quorum

President Ott recognized a quorum.

President Ott asked if there were any additions, corrections or deletions to the monthly Agenda. Director Muenz stated that we will need to go into Executive Session, as per the agenda, this evening.

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 Bean 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, Jarosinski

Nay: None

Absent: None

Abstain: None

Motion Carried

Approval of Consent Agenda

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to accept the consent agenda of November 20, 2024 as presented. President Ott asked for discussion. There was none. President Ott made a motion to remove the October 16, 2024 Executive Session Minutes. Seconded by Commissioner Jarocinski.

ROLL CALL VOTE:

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

It was moved by President Ott and seconded by Commissioner Jarocinski to accept the consent agenda of November 20, 2024 as amended, with the removal of item 6.

ROLL CALL VOTE:

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

STAFF REPORTS

A. Financial Report

A stop order has been put in place regarding the FLSA increase in exempt employee salary.
President Ott asked about end of the year reporting/W9. Supt. Piworski has ordered the forms.
President Ott any new laws? Supt. Piworski stated no new laws.
President Ott asked about Legal Symposium. Supt. Piworski stated there are quite a few new rules to follow.
Commissioner Bean asked about a new piece of equipment. Supt. Piworski confirmed that is the new John Deere.

B. Recreation Report

Commissioner Bean is pleased about the improved package of Fitness Center memberships.
President Ott stated the brochure is great, fitness membership numbers are good and special events look like they've gone well.

C. Risk Management Report

President Ott asked about Risk Management Institute.

D. Parks/Maintenance Report

Commissioner Jarocinski asked how many plows will be installed on vehicles and how long it takes to plow. Supt. DeGrado stated 2 plows will be installed.
President Ott asked if the district work with a joint purchase co-op. Can we work with neighboring Districts on large improvements? Supt. DeGrado stated it is difficult to purchase jointly with another agency, but will offer to loan out.

Attorneys Report There was none

Citizen Comments

Moved Tod Stanton to Citizen Comments. Tod Stanton gave a presentation on Master Planning and how it would work for the agency. President Ott asked how fees are calculated. Tod Stanton stated the agency is given a list of responsibilities and based on what agency can accomplish, fees are calculated.

Tod Stanton left the meeting at 7:55pm

Written/Verbal Communication from Public to Staff/Commissioners

Commissioner Bean stated someone asked his wife asked about the district building an ice rink this winter.
Commissioner Blankenship stated citizens enjoyed the new items being installed and the use of the parks with the new equipment. Also stated others mentioned the new open tree line at Metra looks great and wants it to stay. President Ott asked about tree plantings at that location.

Director’s Report – Notes

NEDSRA: Holiday party taking place at 4:30pm on December 5th at 390 Golf. President Ott asked about the Roselle Chamber holiday party and if Commissioners could attend.

Held discussion with Dan Leahy at WDSRA regarding the possible move. Next step would be to pen a formal letter to NEDSRA stating intent to leave. 20 month wait and the use of the tax levy may push that move to January of 2027.

Tax Levy: Information is in the Board packet. Once approved, Ex. Dir. Muenz will file with DuPage County.

Items for Discussion

Strategic Plan Information: Tod Stanton, Design Perspectives – moved to citizen comments

2025 Fiscal Budget (2nd draft): The budget draft has been updated and staff is available to meet with the Board regarding questions. President Ott asked if the Board would be in favor of a special meeting to review the budget. 3rd draft will be available for the December 18, 2024 meeting. Commissioner Jarocinski asked about senior programming and the possibility of increasing the number of programs. President Ott asked about the lack of payment to Pizzo & Associates. President Ott asked about the recreation department financial report. Ex. Dir. Muenz stated the report shows the full time salaries within the recreation department report, but the budget does not break down salaries the same way.

OSLAD Update: Almost complete. A gap within the concrete walkway to be repaired. Playground has been approved by manufacturer. Walkthrough to be done for entire project. Ribbon cutting to be scheduled for spring.

Commissioners Reports:

Commissioner Bean received the district’s email blast regarding membership fees and social media use. Commissioner Jarosinski asked about extended fitness hours. Supt. Huetsen stated the finances do not currently support but would like to in the future.

Commissioner Bean stated brochure new logo looks great and thank you to marketing department. Impressed with the demolition of the old Thorndale playground.

President Ott stated the parks look great and has seen an increase in activity and the absence of the trees in Thorndale looks great.

Old Unfinished Business

New Business

It was moved by Commissioner Bean and seconded by President Ott to adopt Ordinance 24-2, an ordinance levying the taxes of the Medinah Park District for its fiscal year beginning January 1, 2024 and ending December 31, 2024. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: RB, IJ, JJ, JO, JB

Nay: None

Absent: None

Motion Carried.

It was moved by President Ott and seconded by Commissioner Jarosinski to appoint Commissioner Blankenship as the Medinah Park District delegate to the 2025 IAPD Annual Meeting and Ex. Director Muenz as alternate delegate, respectively. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: JB, RB, IJ, JJ, JO

Nays: None

Absent: JB

Motion Carried.

It was moved by Commissioner Jarocinski and seconded by Commissioner Jarosinski to approve the 2025 schedule of regular Board Meetings of the Medinah Park District as presented. President Ott asked for discussion. Commissioner Blankenship asked about why not start at 6:00pm as opposed to 6:30pm. Ex. Dir. Muenz stated the earlier start would be for staff.

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by President Ott to adopt Resolution 24-32, a resolution to approve D&J Landscape for installation of Falcon’s Nest playground amenity at Goodenough Park. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

It was moved by Commissioner Jarocinski and seconded by Commissioner Jarosinski to adopt Resolution 24-33, a resolution to approve the Medinah Park District Personnel Policy Manual as presented. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

EXECUTIVE SESSION:

It was moved by President Ott and seconded by Commissioner Bean to enter the Board of Commissioners into Executive Session at 8:32 PM. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

The regular Board meeting was reconvened by President Ott at 10:04PM

Other Business:

It was moved by President Ott and seconded by Commissioner Bean to approve the Executive Session minutes of October 16, 2024. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

It was moved by President Ott and seconded by Commissioner Bean to approve a 3.5% increase in salary for Ex. Dir. Muenz. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: RB, JO, II, JJ

Nay: None

Absent: JB

Motion Carried.

Adjournment

It was moved by President Ott and seconded by Commissioner Bean to adjourn the regular meeting of November 20, 2024 at 10:07 PM. President Ott asked for discussion. There was none.

All in favor: Ayes (4)

Opposed: Nays (0)

Respectfully submitted,

Steven Muenz, Board Secretary

Jean I. Ott, Board President

Date: November 20, 2024