

**Bourbonnais Township Park District  
Board of Commissioners Meeting  
Exploration Station... a children's museum  
1095 W Perry Street, Bourbonnais, IL 60914  
March 27, 2017 at 5:30 P.M.**

The March 27, 2017 Board of Commissioners Meeting was called to order by Vice President Bennett at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Clark Gregoire, Brian Hebert, and Anthony Settle.

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Todd Poole and Sarah Winkel

Visitors Present: Laura McElroy, Media

**Public Comment:** N/A

**Pride Recognition:** N/A

**Staff Reports:**

**Executive Director:** – Hollice Clark submitted his monthly Executive Director Report (filed with the March 27, 2017 Board Packet). Along with this report Mr. Clark reported the following:

- BTPD commissioners were thanked for attending the St. Pat's Dinner Dance. Over 300 resident seniors participated.
- Before & After School Staff were commended for their calm demeanor and quick thinking in regards to the evacuation of LeVasseur Elementary School.
- Lorrie Gibson will be at our next board meeting to present the professional interview results.
- Don't forget to put the Volunteer Recognition Reception on your calendar for Thursday, May 11<sup>th</sup>.

**Finance & Personnel** – N/A

**Exploration Station** – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the March 27, 2017 Board Packet.

**Recreation** - Sarah Winkel submitted her monthly Recreation Department Report. Reports were also submitted from Recreation Supervisors and included in the Recreation Department Report This report has been filed with the March 27, 2017 Board Packet.

Sarah Winkel added the following:

- Interviews for the Recreation Supervisor – Athletics position have started and are going well.
- The May – August Brochure is at the printers and will be in resident mailboxes April 11<sup>th</sup>.
- Youth Basketball League wrapped up March 11<sup>th</sup> and Summer Softball and Volleyball league registrations are open.
- April is a busy month with Egg Hunts and Spring activities.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the March 27, 2017 Board Packet.

Hollice Clark reported the following:

- The Park is open. All games have been cancelled due to rain.
- The first tournament is April 7<sup>th</sup> & 8<sup>th</sup>.

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the March 27, 2017 Board Packet.

Todd Poole reported the following:

- Grant Forkenbrock and Ben Martin have both submitted resignations. Grant's last day was March 18<sup>th</sup> and Ben's last day is scheduled for April 14<sup>th</sup>.
- Seasonal positions are getting set up.
- Todd is taking the Mosquito/Pesticide test on Wednesday.
- Mr. Clark added that we are looking into the moss on the farm house roof.

**Ad Hoc Committee Reports:**

Special Recreation: Minutes of February 21, 2017 were submitted and have been filed with the March 27, 2017 Board Packet.

Living History: Minutes of February 15, 2017 were submitted and have been filed with the March 27, 2017 Board Packet.

**Consent Agenda:**

A motion was made by Gregoire to approve the consent agenda. Seconded by Settle.

Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Abstain, Settle-Aye. Motion carried.

- Approval of minutes for Regular Board Meeting- February 27, 2017
- Approval of bills

**Unfinished Business:** N/A

**New Business:**

A motion was made by Gregoire to amend Ordinance 2017-02 to include a maximum dollar amount of \$3000.00 (three thousand dollars and 00/100) Seconded by Settle.

Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye. All in favor, Motion carried.

A motion was made by Settle to pass Ordinance 2017-04, Provide Use and Admission to Park District. Seconded by Gregoire. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye. All in favor, Motion carried.

Approval of job description for part-time Accounting and Human Resource Clerk.

-Bennet suggested changing the number of hours worked from 20 – 30 hours to 30 hours. That change will be noted in the job description.

Authorization to approve job description for part-time Accounting and Human Resource Clerk with the hours discussed. Settle made a motion to approve the propose job description. Gregoire seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye. Motion carried.

Approval of Willowhaven Park and Nature Center Bids for OSLAD and Drainage project.  
-Bennet reviewed the drainage situation. It was agreed upon that the water situation is disappointing, but it has to be fixed.


A motion was made by Gregoire, seconded by Settle to award the OSLAD and drainage projects to the combined low bidder, Piggush Simoneau Inc., in the amount of \$1,091,039. Roll call: Bennett -Aye, Gregoire -Aye, Hebert -Aye, Settle-Aye. All in Favor, Motion carried.

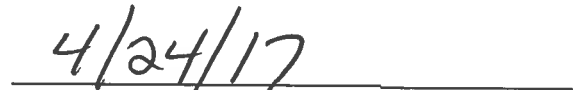
Mr. Clark shared a letter that was mailed to Perry Farm Park neighbors announcing upcoming summer events at the park.


Motion to adjourn at by Settle, seconded by Gregoire. All in favor, Motion carried.


Respectfully submitted,

Sarah Winkel  
Deputy Director

  
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Hollice Clark, III, Executive Director

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Wayne Delabre, President

  
\_\_\_\_\_  
Date

Minutes approved at the board meeting of April 24, 2017.