

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
December 19, 2016 at 5:30 P.M.**

The December 19, 2016 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
Wayne Delabre was absent

Appointees Present: Dan Borschnack, and Paula Jacobi
Hollice Clark was absent.

Staff Present: Sarah Winkel, Paula Rogers, Mike Crews, Todd Poole, and Amy DuMontelle

Visitors Present: Dr. Rosenberger of Olivet University

Public Comment:

Pride Recognition: N/A

Presentation: Dr. Rosenberger, a professor at Olivet University, shared with the Board that during the late summer months of 2016, he and his students conducted research at both Willowhaven and Perry Farm concerning bees and butterfly abundances and diversities. Research did show a lack of bees at Willowhaven and only twenty percent (20%) of average were found in both locations. Reports were created on data gathered and will be forwarded to the Park District.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the December 19, 2016 Board Packet). Highlights of Executive Director Clark's report included the following:

-Thank you to all the commissioners who were able to attend the annual Christmas luncheon and dinner.

-This month IAPD informed the membership that the governor will not agree to another "stop gap" spending measure without approval of a permanent property tax freeze and legislature term limits. The tax freeze contains language that will also freeze the debt service extension base, this would make it extremely hard for the park district to bond out until our bonds are completely paid off.

-Cost containment and revenue enhancement will be a top priority over the coming months.

-A meeting with the Kankakee County Health Department will take place this month to discuss making the parks smoke free. An update will follow.

Finance & Personnel – Paula Rogers handed out a monthly update memo and the following reports:

-Payroll Comparison FY 2016 vs. FY 2017

-Revenue and Expenditure Report, period ending November 30, 2016
These documents will be filed with these minutes.

Rogers reported that by request of Executive Director Clark the current BTPD Bucks program has been looked at in attempt to simplify. Changes would be applied if approved and will go into effect next year (2018).

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the December 19, 2016 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 December 19, 2016 Board Packet.

Sarah Winkel added the following:

- Basketball registrations continue, three hundred twenty-six are registered as of today.
- The January – April 2017 Brochures are out.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the December 19, 2016 Board Packet.

Mike Crews reported the following:

- The Parking Lot Project is complete. A stock pile of dirt from the project is becoming a popular sledding hill. Concerns were discussed and Deputy Director, Winkel will pose a few questions concerning this issue to Park District Risk Management Agency (PDRMA)
- All annual maintenance and staging with equipment is done.

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the December 19, 2016 Board Packet.

Todd Poole reported the following:

- Snow removal operations have begun
- Christmas decorations are up
- Still working on the LED lights, working out the bugs
- Staff will be working on equipment maintenance through the winter
- Taking a close look at custodial supplies for cost containment

Ad Hoc Committee Reports:

Special Recreation: *No Minutes were submitted.*

Bennett and Settle gave a brief update for River Valley Special Rec:

- A part time person has been hired
- Money is coming in from different areas, including a large settlement amount from the Shell Oil Rupture in 1988 in the Limestone district.

Living History: *No Minutes were submitted.*

Consent Agenda:

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

Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Abstained, Settle-Aye; Delabre-Absent. Motion carried.

- Approval of minutes for Regular Board Meeting- November 21, 2016
- Approval of bills

Unfinished Business:

A motion was made to approve the Tax Levy FY 2017-18 Ordinance 2016-09 by Gregoire. Seconded by Settle. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Absent. Motion carried.

New Business:

A motion was made by Gregoire to approve the request of Executive Director Clark of caring over three (3) days of vacation into 2017. Seconded by Settle.

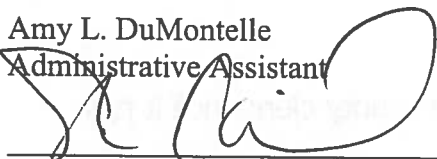
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Absent. Motion carried.

A brief discussion was held concerning changes to BTPD Bucks Policy 390. In order to improve productivity and offer an employee benefits program that is more user friendly, Executive Director, Clark recommended via memo to approve the changes filed with the December 19, 2016 Board Packet. Gregoire made a motion to approve to changes to BTPD Bucks Employee Benefits Program 390, Settle seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Absent. Motion carried.

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

Respectfully submitted,

Amy L. DuMontelle
Administrative Assistant



Sarah Winkel, Deputy Director

1/23/17
Date



Kim Bennett, Vice- President

1/23/17
Date

Minutes approved at the board meeting of January 23, 2017.