



**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station
1095 W Perry St, Bourbonnais, IL 60914
November 23, 2020 at 5:30 P.M.**

President Brian Hebert started the meeting by reading the follow:

The meeting is being held under Public Act 101-0640, which amends Section 7 of the Open Meeting Act to allow for public bodies subject to OMA to conduct remote meetings under certain conditions. We are holding a remote meeting based on Governors Executive Order that is issued through December 31, 2020.

The November 23, 2020 Board of Commissioners Zoom Board Meeting was called to order by President Hebert at 5:30 pm with the following people present:

Commissioners Present: Wayne Delabre, Clark Gregoire, Anthony Settle, Brian Hebert

Appointees Present: Hollice Clark

Zoom Appointees: Dan Borschnack, Michael Hayes

Staff Present: Amanda Langlois, Paula Rogers, Frank Cianci

Zoom Staff: Sarah Winkel, Kourtnee Thompson, Jen Blair, Brittaney Beck, Tammy Marcotte, Kristi Schu

Visitors: Chris Breach- Kankakee Daily Journal

Staff Reports:

Hollice Clark – Weekly report is given to the board. Clark thanked the staff for getting through the new mitigation rules. COVID has finally hit the district, we have one employee positive, one waiting for results and one that just came back after being quarantined. With that being said, we have started to implement ways to save money. The Administration Office will be closed starting November 24, Willowhaven and the Exploration Station are already closed, the Recreation Station will close on December 3, 2020. Staff has been busy going through ways to save the district money as well. One way was to cut garbage pickup at Willowhaven and Diamond Point. We do still have Santa in the Barn and Frosty Trail Express the first weekend in December. Delabre asked if the dog park would remain open or closed and Clark responded it will remain open and Nicole Jenkins will be available for customers to renew or purchase Dog Park passes by appointment.

Finance & Personnel: Paula Roger's board report was filed with the November 23, 2020 Board Packet. Rogers handed out the 2020 Tax Levy Calculations. She also stated the auditors gave us their draft copy and she is waiting for the management letter. We must file the audit by the 4th Tuesday of December. Rogers then stated we should be asking for 4.99% tax levy. Revenue is down 70%.

Hebert asked if there were any questions about staff reports. No questions asked, he went on to Ad Hoc Committee Reports.

Rec Department: Report was submitted with the November 23, 2020 Board Packet

Diamond Point: Report was submitted with the November 23, 2020 Board Packet

Parks & Grounds: Report was submitted with the November 23, 2020 Board Packet

Marketing: Report was submitted with the November 23, 2020 Board Packet.

Ad Hoc Committee Reports:

Special Recreation: Settle added they think they have Tom Breitenbucher's contract finalized. They have been busy doing zoom programs.

Living History: No meeting due to Covid-19

Kankakee County Visitors Bureau: Report submitted with the November 23, 2020 Board Packet

Consent Agenda: A motion was made by Gregoire and seconded by Settle to approve the Consent Agenda. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-AYE. Motion Carried.**
-Approval of the minutes of Regular Board Meeting October 26, 2020

Unfinished Business: N/A

New Business: Hebert asked if there was a motion to approve the Accounts Payable. Delabre made the motion and Settle seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-AYE. Motion Carried.**

Hebert asked if there was a motion to approve Payroll. Delabre made the motion and Settle seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-AYE. Motion Carried.**

Hebert asked if there was a motion to have discussion on the 4.99% Tax Levy. Gregoire made the motion and Delabre seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-NO. Motion Carried.**

Clark explained the bond terms on the certificates. A BINA Hearing needs to be set before regular board meeting on December 21, 2020. Clark and Rogers will be meeting with People's Bank tomorrow to discuss the bonds. December 16, 2020 will be the finance meeting in which the board can discuss the terms of the certificates.

At 5:45 pm Hebert asked for a motion to go into closed session, Gregoire made the motion, Settle seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-AYE. Motion Carried.**

At 6:15 pm Hebert asked for a motion to reconvene, Gregoire made the motion, Settle seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Hebert-AYE. Motion Carried.**

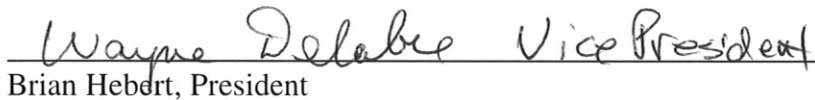
Hebert asked for a motion to appoint a new board member. Gregoire motioned for Melissa C, Delabre seconded. **Roll Call: Settle- NO, Gregoire-AYE, Delabre-AYE, Hebert-NO. Motion Failed.**

Hebert asked for a motion to appoint a new board member. Settle motioned for William Bukowski, Hebert seconded. **Roll Call: Settle- AYE, Gregoire-NO, Delabre-NO, Hebert-AYE. Motion Failed.**

With no further business a motion was made by Settle to adjourn the meeting at 6:20 pm and seconded by Delabre. Motion carried.

Respectfully Submitted by Amanda Langlois

 _____ 12/21/2020
Hollie Clark III, Executive Director Date

 _____ 12-21-20
Wayne Delabre Vice President Date
Brian Hebert, President

Minutes approved at the December 21, 2020 board meeting