

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
April 15, 2021
Hopkins Community Center Terrace Room
1403 Sycamore Road, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Phil Young called the meeting to order at 6:02 p.m.

Roll Call

Board members present: President Phil Young, Commissioner Dean Holliday, Commissioner Gail A. Krmeneč, Commissioner Doug Eaton, and Commissioner Dag Grada.

Staff Members Present: Interim Executive Directive Ray Ochromowicz, Superintendent of Parks & Development Mat Emken, Superintendent of Recreation Greg Bruggeman, Accounting & Administrative Assistant Jennifer Anderson, Wendy Hayes, Dave Kesson.

II. Action on the Agenda

Commissioner Grada made a motion to remove Item a under New Business, seconded by Commissioner Krmeneč. Motion carried by voice vote.

III. Consent Agenda

All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.

- a. Minutes of the Public Hearing of March 8, 2021
- b. Minutes of the Public Meeting of March 8, 2021
- c. Minutes of the Public Meeting of March 18, 2021
- d. Executive Session Minutes of March 8, 2021

Commissioner Krmeneč made a motion to approve the agenda, seconded by Commissioner Eaton. Motion carried by voice vote.

IV. Public Comments

None

V. Old Business

None

VI. New Business

a. Action to Dissolve Golf Advisory Committee

Item removed from agenda.

b. Action on Landscape Architect for the Ellwood House Museum Grant

Commissioner Grada made a motion to enter into a contract with ARC Design for landscape design services for the Ellwood House Museum Grant in the amount of \$29,990 plus reimbursable expenses, seconded by Commissioner Eaton.

President Young asked if this RFP was specific in the uniqueness of a historical area. Mr. Emken said ARC has worked at historic properties in the past.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

c. Action on Floor Refinishing at Sports & Rec Center

Commissioner Grada made a motion to approve the bid from Specialty Flooring, INC in the amount of \$26,995, seconded by Commissioner Eaton.

President Young asked when the work would be completed. Mr. Bruggeman say it would be done in May. Commissioner Grada asked when the floor was last refinished. Mr. Bruggeman said it has not been. Commissioner Holliday asked if they would sand it down and Mr. Bruggeman responded they would.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

d. Action on Changes to the Accounting & Administrative Assistant Job Description

Commissioner Grada made a motion to accept the Accounting & Administrative Assistant Job Description, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

e. Action on Changes to Personnel Policy 1-17: Policy on Grade and Salary Schedule

Commissioner Grada made a motion to Approve the Revised Personnel Policy 1-17 on Grade and Salary Schedule, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

f. Items Over \$10,000

g. Track Loader

Commissioner Grada made a motion to approve the purchase of a Bobcat T76 Compact Track Loader from Clark Equipment Co dba Bobcat Company in the amount of \$63,555.73, seconded by Commissioner Eaton.

President Young asked about the trade in of \$9,000. Mr. Emken said that staff have reviewed this and feel we would get closer to \$12,000 at auction. That money will go back into the capital fund.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

ii. Backhoe Repair

Commissioner Grada made a motion to authorize Westside Tractor to replace the transmission of the John Deere 310SK in the amount of \$21,438.18, seconded by Commissioner Eaton.

President Young asked if this number would be the highest amount. He also asked why the repair cost is so high at almost half the purchase price. He also wanted to confirm there was nothing else that could go wrong that would need additional repair money. Mr. Emken said it would be the highest amount for the repair. The price is high because it is a new transmission, not rebuilt. He said it is about \$16,000 for the trans and the rest is mostly labor. In 2017, we paid \$55,000 for it and bought it used. This is the first problem we have had with this unit, and we are not anticipating any repairs. Commissioner Holliday asked if this is being used daily. Mr. Emken said depending on time of year, yes.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

VII. Recognition of Board Commissioners' Service

Commissioners Dean Holliday and Doug Eaton were recognized for their Board service.

VIII. Financial Reports

Commissioner Grada made a motion to accept the monthly financial reports presented in April 2021, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

- a. Monthly Paid Bills Listing**
- b. Monthly Financial Summary**
- c. IT Summary**
- d. Board & Staff Travel Expense Summary**
- e. FOIA Report**

IX. Executive Session

- a. Personnel 2(c)1**

Commissioner Krmeneč made a motion to enter Executive Session under 2(c)1, Personnel, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

X. Reconvene Open Meeting

The open meeting reconvened at 7:51 p.m.

XI. Adjourn Public Meeting

Commissioner Holliday made a motion to adjourn the meeting, seconded by Commissioner Eaton. Motion carried by voice vote.

Meeting adjourned at 7:51 p.m.