

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
September 16, 2021
Hopkins Community Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Patrick Fagan called the meeting to order at 6:00 p.m.

Roll Call

Board members present: President Patrick Fagan, Vice President Dag Grada (arrived 6:02 p.m.), Secretary Gail A. Krmeneč, and Commissioner Phil Young.

Absent: Commissioner Joel French.

Staff Members Present: Executive Director John Shea, Superintendent of Parks & Development Mat Emken, Superintendent of Finance Mike Rock, Accounting & Administrative Assistant Jennifer Anderson, Dave Kesson.

II. Action on the Agenda

Commissioner Krmeneč made a motion to approve the agenda, seconded by Commissioner Young. Motion carried by roll call vote. Aye: Krmeneč, Fagan, Young. Nay: None. Absent: Grada, French. (3-0-2)

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 Meeting of August 19, 2021
- b. Executive Session Minutes of August 19, 2021

Commissioner Young made a motion to approve the agenda, seconded by Commissioner Krmeneč. Motion carried by roll call vote. Aye: Krmeneč, Fagan, Young, Grada. Nay: None. Absent: French. (4-0-1)

IV. Public Comments

None

V. Old Business

a. Items Over \$10,000

i. Seal Coating

Commissioner Young made a motion to approve the quote from Petit Brothers, of St. Charles, IL, to crack fill, sealcoat, and to restripe the parking lot at the Sports and Recreation Center, paths and courts at Welsh

Park, and the basketball court at Cheesboro in the amount of \$23,130, seconded by Commissioner Grada.

President Fagan noted the price difference between the two quotes was surprising. When asked if we have used them before, Mat Emken said we have.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, Young. Nay: None. Absent: French. (4-0-1)

VI. New Business

a. Audit Presentation

Brian LeFevre of the accounting and auditing firm Sikich LLP presented highlights of the Comprehensive Annual Financial Report to the Board.

b. Action to Accept the CAFR

Commissioner Grada made a motion to accept the Comprehensive Annual Financial Report for the fiscal year ending February 28, 2021, seconded by Commissioner Young.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, Young. Nay: None. Absent: French. (4-0-1)

c. Action on Resolution 21-01: Funds Transfer from Recreation Fund to Hopkins Pool Fund

Commissioner Young made a motion to approve Resolution 21-01 to transfer \$37,806 from the Recreation Fund to the Aquatics Fund, seconded by Commissioner Krmeneć.

Commissioner Young asked if the aquatics fund was primarily the pool. Executive Director Shea said it was the pool and swim lessons.

Motion carried by roll call vote. Aye: Grada, Krmeneć, Fagan, Young. Nay: None. Absent: French. (4-0-1)

d. Introduction of Superintendent of Finance, Mike Rock

e. Discussion on Kishwaukee Special Recreation Association Lease Renewal

Commissioner Young inquired if this was for the same square footage now rented. Executive Director Shea said it was. President Fagan said he had no problem with the lease considering the amount of office space currently available.

f. Action on Personnel Policy 3-17: Policy D.O.T. Drug & Alcohol Procedure for CDL Employees

Commissioner Grada made a motion to approve Personnel Policy 3-17: D.O.T. Drug & Alcohol Procedure for CDL Employees, seconded by Commissioner Young.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

g. Action on Digital Marquee at River Heights Golf Course

Commissioner Grada made a motion to reject all bids for the digital marquee at River Heights Golf Course, seconded by Commissioner Young.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

h. Action on Pest Control RFP

Commissioner Young made a motion to authorize the Executive Director to sign a three (3) year service agreement for pest control services for District facilities with Pest Control Consultants, of Dixon, IL, seconded by Commissioner Krmeneč.

President Fagan asked whether the service provider would come at no additional cost if we have a problem at a building. Mat Emken stated they will if it is one of the pests covered under the service agreement.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

i. Action on Golf and Rental Facility Operations Assistant Part-Time IMRF Position

Commissioner Young made a motion to approve the job description for new part-time IMRF position, Golf and Rental Facility Operations Assistant, and that this position be filled immediately, seconded by Commissioner Krmeneč.

President Fagan inquired about an alternative if the position wasn't approved. Executive Director Shea stated that full time staff would work even more hours they already do to cover operations. Despite proactive marketing efforts to attract more seasonal staff, not many applications were received. Director Shea was concerned about customer service and the burden already placed on the staff. When President Fagan asked how the cost would be allocated, Director Shea said it would be split between room rentals and the golf fund. Commissioner Krmeneč

commented that it may be worthwhile to review the golf staffing organizational chart. Commissioner Young noted this was a great idea.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

j. Action on Ordinance 21-02: An Ordinance Declaring as Surplus and Authorizing the Sale or Other Conveyance or Disposal of Surplus Personal Property

Commissioner Grada made a motion to approve Ordinance 21-02: Declaring Surplus and Authorizing the Sale or Other Conveyance or Disposal of Surplus Personal Property of the DeKalb Park District, DeKalb County, Illinois, seconded by Commissioner Krmeneč.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

k. Action on Resolution 21-02: A Resolution to Release Closed Session Minutes

Commissioner Krmeneč made a motion to approve Resolution 21-02 to release closed session minutes, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan. Nay: None. Absent: French. Abstain: Young. (3-0-1)

VII. Financial Reports

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

Commissioner Young inquired about the payment to City of DeKalb for Welsh Park. Director Shea indicated that it was the splash pad water bill and Mat Emken said he is trying to reduce the cost. Currently the district is charged for sewer as a percentage of water used, but there is a possibility to the remove the sewer fee because the splash pad water doesn't drain into the sanitary sewer. President Fagan said it is his understanding that is only allowed if we separate meters, one for water and one for sewer. Mat Emken said we currently only have single meter, not separate ones, but there is a possibility of sewer fee estimation and a waiver.

Motion carried by roll call vote. Aye: Grada, Krmeneč, Fagan, Young. Nay: None. Absent: French. (4-0-1)

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

e. FOIA Report

VIII. Open Comments from Commissioners and Director

President Fagan stated that he and Director Shea approached the City of DeKalb regarding funds potentially available to the district from COVID-19 funding the City received. The Director presented a letter requesting assistance for implementing Park District security measures. The City committed to \$50,000. Commissioner Young commented that on the earlier vote to transfer money from the general fund to aquatics, stating he noticed that this is the first time he can recall not having to transfer money to the golf fund. Commissioner Krmeneč mentioned that Kite Fest seemed to enjoy a great turn out.

IX. Closed Session

- a. Collective negotiation matters between the public body and its employee or their representatives- 5 ILCS 120/2(c)2**
- b. Real Estate Acquisition- 5 ILCS 120/2(c)5**

Commissioner Krmeneč made a motion to go into closed session under Section 2(c)(2) and Section 2(c)(5) of the Open Meetings Act, seconded by Commissioner Grada.

Motion carried by roll call vote. Aye: Krmeneč, Young, Grada, and Fagan. Nay: None. Absent: French. (4-0-1)

X. Reconvene Open Meeting

Commissioner Krmeneč made a motion to return to open session at 7:13 p.m. Commissioner Young seconded the motion.

Motion carried by roll call vote. Aye: Young, Grada, Krmeneč, and Fagan. Nay: None. Absent: French. (4-0-1)

XI. Action Items Following Closed Session

- a. Action on Collective Bargaining Contract**

Commissioner Grada made a motion to approve the three (3) year agreement between Teamsters Local Union No. 330, seconded by Commissioner Krmeneč.

President Fagan stated that the annual health insurance costs to the district would increase more than \$100,000 each year for the life of the contract, and he was not in favor of approval.

Motion failed by roll call vote. Aye: None. Nay: Grada, Krmeneč, Young, Fagan. Absent: French. (0-4-1)

XII. Adjourn Public Meeting

Commissioner Young made a motion to adjourn the meeting, seconded by Commissioner

Grada.

Motion carried by roll call vote. Aye: Grada, Young, Krmeneč, and Fagan. Nay: None.
Absent: French. (4-0-1)

Meeting adjourned at 7:15 p.m.