



**Bourbonnais Township Park District
Board of Commissioners Meeting
Recreation Station
770 E Franklin, Bradley, IL 60915
July 27, 2020 at 5:30 P.M.**

The July 27, 2020 Board of Commissioners 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, Kim Bennett, Brian Hebert

Appointees Present: Hollice Clark, Dan Borschnack, Brian Scott

Staff Present: Kelli Brza, Jen Blair, Tammy Marcotte, Paula Rogers, Kourtnee Thompson, Sarah Winkel

Visitors Present: Burton Odelson, Michael Hayes Jr.

Presentation: None

Staff Reports:

Hollice Clark - Report is given weekly to board

Finance & Personnel: Paula Rogers board report was filed with the July 27, 2020 Board Packet. She commented on the fact that she was happy she received the tax levy early. She is working on budget figures and factoring in the fact that most events for the Fall have been cancelled due to COVID-19.

Rec Department: Sarah Winkel's board report was filed with the July 27, 2020 Board Packet. Winkel reported that the September – December Program Guide has gone to print. She also noted a reminder that only 5000 guides will be printed. The main source of delivering our program information will be virtually. She is working with Marketing on some various ways to spread the word on this change. She also wanted to thank the staff for all they have been doing to work through this very changing time to make sure our patrons feel safe as they come back to our programs.

Diamond Point: Mike Crews was absent, but his board report was filed with the July 27, 2020 Board Packet. Hollice Clark reported that Tournaments are back and running. Adult Softball League is back as well. Mike and his staff have been busy flipping fields. He is also interested to see how long tournaments will be held at DP now with the announcement of all cancelled Middle School Sports.

Parks & Grounds: Joe Galloy was absent, but his board report was filed with the July 27, 2020 Board Packet. Hollice reported staff continues to keep up with the grass mowing. Since there are more people utilizing our parks, there is a lot more trash to keep up with. They are also working on getting various projects and repairs done.

Marketing: Sharon Richardson was absent, but her board report was filed with the July 27, 2020 Board Packet. Hollice reported that Sharon is home in Quarantine due to a recent trip out of state as a safety measure. She has been working on the Marketing Plan, the September – December Program Guide, and various other projects listed in her report.

Bennett commented on how nice she thought the front Recreation Station Sign's landscaping looked.

Ad Hoc Committee Reports:

Special Recreation: No minutes were submitted. Bennett and Settle did report that there will be no Mouse Race this year. They are working on figuring out some other options for a fundraiser. They are still doing virtual zooms which seem to be successful. Gregoire did ask a question regarding the Special Recreations' Executive Director's contract. He had heard that it is being discussed and asked why it had not been presented to the park district board. Bennett and Settle stated they are working on it and will bring it to the board when it is ready.

Living History: None

Consent Agenda: A motion was made by Bennett and seconded by Gregoire to approve the Consent Agenda with the following corrections to the June 22, 2020 Board Meeting minutes.

- Delabre requested the correction on page 43, last paragraph 6th line down. Rather than saying "They both told Delabre that the board is planning to give the Executive Director a 30-day notice and will be removing him from his position."

It should read "They both told Delabre that the board was discussing whether to give the Executive Director a 30-day notice and whether or not to remove him from his position."

- Hollice, this what I don't have that I believe Brian Hebert was talking about.
- On page 44 page under the discussion regarding PDRMA coverage, Attorney Brian Scott would like the following change noted. Where it says "PDRMA stated we could have the concerts but we would not have coverage. Scott said PDRMA is following guidelines and going against them could put us liable." He asks to remove this and insert the following: "PDRMA called our attention to provisions in our policy that we should be aware of that could result in non-coverage. Scott said we could become liable if we do not follow state law, which would put us outside our policy coverage. There is little guidance on interpreting the governor's orders at this time that could make holding the concerts while conforming with state law to be difficult." All changes will be made to the minutes.

Roll Call: Delabre-AYE, Gregoire-AYE, Settle-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.

Unfinished Business: N/A

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

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

Hebert asked if there was a motion to approve the appointment of the Law Firm, Odelson, Sterk, Murphey, Fraizer, McGrath, LTD, as the Board Attorney for the Bourbonnais Township Park District. Settle made the motion and Gregoire seconded. **Roll Call: Delabre-AYE, Gregoire-AYE, Settle-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.**

Attorney Burt Odelson spoke for a few minutes about their law firm. Michael Hayes will be the primary lead for the BTPD. Odelson, Sterk, Murphey, Fraizer, McGrath LTD, represent the City of Kankakee and actually work closely with former BTPD employee Elizabeth Kubal. They also represent a number of park districts, special recreation districts, park and rec departments as well as work with PDRMA. They are excited to represent the BTPD and have been doing this work for 47 years. Hebert welcomed them.

Discussion was held on the Scarecrow Fest. Although it is cancelled for 2020, Bennett expressed concerns about the safety of the event on the front fence line off of Kennedy Drive. Gregoire suggested before we change the whole event, we work with the State to lower the speed limit. Moving it to a grassy area would be difficult to push a wheel chair or a stroller through grass. Delabre suggested talking with PDRMA on putting a fence up to see what they would recommend. Executive Director Clark suggested we give our new attorney's a chance to respond since they are unfamiliar of the event. He will also check with PDRMA. They have new leadership and may have a different answer. Settle also made a suggestion to move the wire fence back about 15 feet away from the white fence allowing a path. A comment was made that it would still be hard to push wheel chairs or strollers through the grass or a gravel path in the event of wet weather.

Gregoire suggested that since we are not doing capital projects, this might be a good time to look at a Master Plan for the district considering it is imperative for getting grants. Executive Director Clark did note that although it is needed, we may not be able to afford it. The new quote came back at \$33,330.

Hebert took a moment to thank Attorney Brian Scott for his service as our Board Attorney and for his representation. He wished him well. Brian Scott did say a few words, stating it has been an honor and a pleasure to with the district. He enjoyed the relationships and working with Hollice and each of the board members.

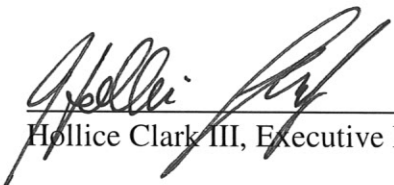
Hebert asked for a motion to adjourn to closed session. Bennett made the motion at 6:00 pm, seconded by Settle, **All in favor, Motion carried.**

A motion was made by Delabre and seconded by Bennett to reopen the meeting at 6:10 pm.

A motion was made by Delabre and seconded by Gregoire to withhold the release of the following close session minutes dated August 27, 2018, August 13, 2019 and May 18, 2020. **Roll Call: Delabre-AYE, Gregoire-AYE, Settle-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.**

With no further business a motion was made by Gregoire to adjourn the meeting at 6:12 pm and seconded by Bennett. Motion carried.


Respectfully Submitted by Sarah Winkel.



Hollice Clark III, Executive Director

8-24-2020

Date



Brian Hebert, President

8-24-2020

Date

Minutes approved at the August 24, 2020 board meeting