



**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
May 23, 2022 at 5:30 P.M.**

The May 23, 2022 Board of Commissioners Meeting was called to order by President Zinanni at 5:30 pm with the following people present:

Commissioners Present: David Zinanni, Anthony Settle, Brian Hebert, Jeff Mullinax. Absent: William Bukowski. (5:35 pm William Bukowski attended the meeting)

Appointees Present: Ed Piatt- Executive Director, Amanda Langlois- Board Secretary, Tom Planera- Board Attorney, Rob Romo- Treasurer

Staff Present: Paula Rogers, Frank Cianci, Joe Galloy, Victor Harling, Nicole Jenkins, Kristi Schu, Kelli Brza,

Visitors: Paul Schu, Tom Breitenbucher, Doug Bright, Pam Bright, Herb Forkenbrock, Robert Cifelli, Jeff Bonty

Public Comment- None

Presentation: President Zinanni presented Nicole Jenkins a gift from the board for her 20 years of service at the park district and thanked her for stepping up and helping out. He then thanked Tom Breitenbucher for his 28 years of service at the River Valley Special Recreation and presented him with a framed Resolution. Mr. Breitenbucher will be retiring at the end of May. Breitenbucher thanked the district for all of their support throughout the years and introduced his replacement, Pam Bright.

Staff Reports:

Executive Director Piatt went gave a brief description of what he has been working on:

- *Bid opening fop Perry Farm Roofs & Recreation Station*
- *Doors being installed at Willowhaven by Kankakee Valley Glass*
- *Budget and capital items still being reviewed and will be presented to board for June board meeting*
- *Inventory process being reviewed with PDRMA to determine cost value of items*
- *Employee evaluations are continuing and due June 1, 2022*
- *Keno park being lined for pickle ball courts*
- *Buses sold, one for \$3100 and one for \$1801*
- *Proposals being accepted for tuck-pointing of Perry Farm buildings*
- *Meeting being scheduled with Historical Society to review windows for Perry Farm house*
- *Continuing to review and negotiate next year's contract with Herb Forkenbrock for Diamond Point*
- *Proposal for redoing electrical power board by maintenance shed at Perry Farm*

IT- Frank Cianci's report was submitted in the board packet and added he is preparing for Cyber Security due to PDRMA recommending it.

Superintendent of Finance & Personnel- no report was submitted.

Superintendent of Recreation- Nicole Jenkins report was submitted in the board packet. Jenkins stated that summer camp is up to 61 participants and preschool graduation took place last week and we want to thank the area police and fire departments for making it special for the graduates.

Superintendent of Parks- Mike Crews was absent but his report was submitted in the board packet.

Marketing- Cherie Smolkovich was absent but her report was submitted in the board packet. Langlois did mention for her that Family Night Out is June 10th, volunteers are needed and we received a \$5000 sponsorship check from Taylor Chrysler Dodge, our title sponsor.

Ad Hoc Committee Reports:

Special Recreation- No report was submitted but Settle noted that the number of participants have been overwhelming.

Living History- No meeting was had but Bukowski added he is working on contacting the members to set up a meeting.

Kankakee County Convention & Visitors Bureau- No minutes submitted. Piatt noted that Cherie Smolkovich went to the meeting and reported the following:

CVB is on track to move to 275 E Court St, Kankakee by May 27th, 2022.

Letters of Support for DCOE were sent

A draft budget will be ready for review at June meeting

Kicked off a summer campaign with 22 million impressions targeting families

The K Co. store is close to opening

CVB welcomed four summer interns

Working on River Safety Signage

Board photos will be taken June 7, rain date June 9

They unveiled the Midway Route Bus at the River Valley Metro

Thurs June 23rd in the tentative date for the Open House for the new CVB office

Village of Bourbonnais will be hosting a Food Truck event on Sept 10th

Perry Farm Park Committee- No minutes submitted and moving forward this will be included in the Executive Director's report.

Diamond Point Park Committee- No minutes submitted and moving forward this will be included in the Executive Director's report.

Consent Agenda:

A motion was made by Settle and seconded by Mullinax to approve the Consent Agenda. Roll Call: Bukowski- Aye, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

-Approval of minutes for Regular Board Meeting April 25, 2022

-Approval of minutes for Committee of the Whole Meeting April 20, 2022

Unfinished Business:

New Business:

Zinanni asked if there was a motion to approve to pay the bills. Settle made the motion and Mullinax seconded. Roll Call: Mullinax- AYE, Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Zinanni asked if there was a motion to approve to pay the payroll. Mullinax made the motion and Settle seconded. Roll Call: Mullinax- AYE, Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried

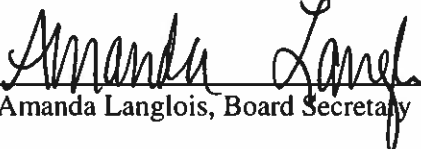
Zinanni asked if there was a motion to approve to Board Policy changes to #3-010, which changes the requirement for the Executive Director to reside in Kankakee County and policy #8-005 which will now allow employees to wear jeans daily. Both of these policies have already been approved by the board for the Employee Handbook. Settle made the motion and Bukowski seconded. Roll Call: Mullinax- AYE, Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried

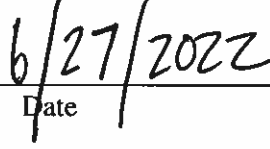
Zinanni asked if there was a motion to approve to Perry Farm and Recreation Station roof bid to the lowest bidder which was GME PLLC, Inc. Settle made the motion and Bukowski seconded. Roll Call: Mullinax- AYE, Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried

Zinanni asked if there was a motion to approve the Executive Director to proceed with getting Perry Farm parking lot specifications. Settle made the motion and Mullinax seconded. Roll Call: Mullinax- AYE, Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried

Motion to adjourn meeting at 5:58 pm made by Mullinax, seconded by Settle. All in favor. Motion carried.

Minutes respectable submitted by Amanda Langlois.


Amanda Langlois, Board Secretary


Date


David Zinanni, President


Date

Minutes approved at the board meeting of June 27, 2022.