



**Bourbonnais Township Park District  
Board of Commissioners Meeting  
Willowhaven Park & Nature Center  
1451 N 4000 E Rd, Kankakee, IL 60901  
July 29, 2019 at 5:30 P.M.**

The July 29, 2019 Board of Commissioners Meeting was called to order by President Delabre at 5:34 pm with the following people present:

Commissioners Present: Kim Bennett, Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre.

Appointees Present: Dan Borschnack, Brian Scott and Hollice Clark

Staff Present: Joe Galloy, Sarah Winkel, Mike Crews, Amanda Langlois

Visitors Present: Dan Lowe, Glenn Kramer

Dan Lowe, President of the Olde Time Farm Show, expressed his concerns regarding the event which was held at Perry Farm in July. Attached is his report. Hollice agreed to set a meeting with Dan and Glenn for Wed July 31st at 1 pm to discuss in detail the event.

**Staff Reports:**

Executive Director- Hollice Clark submitted his monthly Executive Director Report with the July 29, 2019 board packet. He stated that Joe Galloy did an amazing job with The Wall That Heals. National Night Night Out is August 6, 2019 at Perry Farm Park. This is not a Park District event, but the Park District has been working with them to make this event a success. The board received a copy of Pritzker's law that will take place January 1, 2020. It states that any single stall restrooms will have to have a gender neutral sign. This will affect many of the park districts restrooms. Clark has been working with HR Source about sexual harassment training and has talked to Brian Scott about this as well. The board had requested that Clark attend Executive Directors School. He has been accepted and is enrolled and will be gone August 18-22, 2019. The finance committee meeting is scheduled during his absence, he requested the meeting should stay scheduled as planned.

**Finance & Personnel-** Paula Rogers was absent but submitted her monthly Financial Report with the July 29, 2019 board packet.

**Recreation Station-** Sarah Winkel's board report was filed with the July 29, 2019 board packet. Sarah added that the brochure is in its final print with the new printer, which is

exciting. Our website has gone live, but it is still a work in progress. Senior Picnic went very well, besides the rain that came right before the concert. Sarah thanked the board members for coming and helping.

**Diamond Point** – Mike Crew’s board report was filed with the July 29, 2019 board packet. Mike has been working on irrigation lines, repairing sprinkler heads, fence clean up, etc. Kim Bennett asked Mike about who determines concession hours. Mike stated that concessions close after the last game has started its second or third inning. He added, when there is only one game on one of the back fields, the concession trailer will not be open, customers have to visit the main concession stand. This is simply not cost affective for BTPD to staff the trailer for one game.

**Parks & Grounds-** Joe Galloy’s board report was filed with the July 29, 2019 board packet. Joe started out by apologizing to Glenn Kramer and Dan Lowe for failing the Olde Time Farm Show. He was on vacation and had seasonal employees that were there to help out. He did say that the lighting issue in the bathrooms at the pavilion has been an ongoing issue and he is currently working with an electrician to have them fixed. As far as the water issues, he believes he knows what is causing the problem but will try and get it corrected. Joe added he has had to work on the buses quite a bit along with keeping things mowed, fixed, etc.

**Ad Hoc Committee Reports:**

Special Recreation: meeting minutes were filed with the July 29, 2019 board packet.

Living History: No minutes were submitted

**Consent Agenda:**

Delabre asked if there were any questions as far the consent agenda. Settle asked about the Bears Banners and who paid for them? Clark explained that the park district did, our banners for that month were falling apart and it was time to replace them. Settle also questioned the bill for the cover for the 5310 Tractor. Clark explained that we are given funds each year for our safety award from PDRMA and this year we used a portion of the money for the cover for the tractor. The cost for the cover is much cheaper than a possible cancer suit that could be filed against us. One year we bought an AED machine with the safety award funds. Bennett asked if we could use those funds next year to put a cover over the Rec Station playground. Clark said we can absolutely look into that. Hebert asked about the roof repairs at the Exploration Station. Cost is roughly \$45,000 and he wondered why it didn’t go out for bid. The project was two separate projects and it was a necessary repair.

Delabre asked if there was a motion to approve the Consent agenda. Gregoire made the motion and Bennett seconded.

**Roll call: Bennett-ABSTAIN, Gregoire-AYE, Hebert-NO, Settle-NO, Delabre-AYE. Motion FAILED.**

- Approval for minutes of Regular Board Meeting July 29, 2019
- Approval of minutes for Committee of the Whole meeting June 19, 2019
- Approval of bills

Before we moved on, Delabre did mention three times that if this is not approved, employees will not get paid. The meeting continued to new business.

**Unfinished Business: N/A**

**New Business:**

A motion was made by Bennett to approve the Budget Ordinance 2019-06, seconded by Gregoire, **Roll Call: Bennett-AYE Hebert-NO, Settle-AYE, Gregoire-AYE, Delabre-AYE. Motion Carried.**

A motion was made by Settle to approve the Ordinance 2019-07, seconded by Bennett, **Roll Call: Bennett-AYE Hebert-AYE, Settle-AYE, Gregoire-AYE, Delabre-AYE. Motion Carried.**

A motion was made by Gregoire to seek bids for a new storage facility at Willowhaven, seconded by Settle. Bennett did ask if the current building we are utilizing would give us a longer contract than monthly, Clark responded no but we can house our buses at the BESD lot, \$1000 a year, and we would be able to purchase gas from them at their discounted rate. Estimated cost is \$75,000.00 and we have budgeted \$150,000.00. **Roll Call: Bennett-AYE Hebert-AYE, Settle-AYE, Gregoire-AYE, Delabre-AYE. Motion Carried.**

A motion was made by Settle and seconded by Bennett, to allow Clark to look into leasing a bus as well as getting a purchase price for a new bus. Hebert recommended we sell the old bus back to seniors, Bennett doesn't want to give it to the seniors. **Roll Call: Bennett-AYE, Hebert-AYE, Settle-AYE, Gregoire-AYE, Delabre-AYE. Motion Carried.**

Delabre went back to the Consent agenda. Delabre asked if there was a motion to approve the Consent agenda. No motion was given so Delabre then asked if there was a motion to accept the board meeting minutes from June 24, 2019. **Bennett made the motion, Gregoire seconded, all in favor, Motion Carried.**


Delabre then asked if there was a motion to accept the Special Board Meeting minutes from July 10, 2019. **Gregoire made the motion, Hebert seconded, all in favor, Motion Carried.**


Delabre asked if there was a motion to accept the Committee of the Whole meeting minutes from July 24, 2019. **Settle made the motion, Gregoire seconded, all in favor, Motion Carried.**

Delabre then asked if there was a motion to approve the bills. Gregoire made the motion, Delabre seconded. **Roll Call: Bennett-ABSTAIN, Gregoire-AYE, Hebert-NO, Settle-NO, Delabre-AYE, motion failed.** Delabre noted if the bills don't pass, employees will not get paid. With the vote being deadlock, Delabre asked the board Attorney, Brian Scott, for the Robert Rules of Order. After minutes of delay, Commissioner Bennett asked if she could change her vote, Delabre said yes. **Roll Call was called again: Bennett-AYE, Gregoire-AYE, Hebert-NO, Settle-NO, Delabre-AYE, motion passed.**

Motion to adjourn at 6:32 pm was made by Bennett, seconded by Gregoire. **All in favor, Motion Carried.**

Respectfully Submitted by Amanda Langlois.

  
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Hollice Clark III, Executive Director

  
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Date

  
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Wayne Delabre, President

  
\_\_\_\_\_  
Date

Minutes approved at the board meeting of August 26, 2019