

Belvidere Township Park District
Board Meeting
February 28, 2017

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:00 p.m. Roll call was taken. Those present were Sam An, Eric Dahl, John Ackman, Jean Twyning and Mary Marquardt. Also present were Dan Roddewig, Jonathan Cudzewicz and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the February 28, 2017 meeting agenda, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the February 14, 2017 meeting minutes, seconded by John Ackman. A voice vote was taken with all voting yes. Motion carried.

Public Input

There was no one present for public input.

Director's Report

Dan Roddewig circulated a drawing of the directional sign for the Ice Rink and Spray Ground at Doty Park. The City of Belvidere will be putting the signs at the intersection of Locust and State Street.

The final paperwork has been submitted to the Illinois Department of Natural Resources, Grant Administrators, on the reimbursement for the Doty Park Grant.

Operations Report

Jonathan Cudzewicz was present. He commented that the shelter at Bob's Park has been ordered but not delivered. Staff will be following up on the delivery. Park district staff will be installing the shelter once it is delivered.

Staff has started the process for demolition of 207 Locust Street and 8484 Distillery Road. We are waiting for the utility companies to disconnect the services.

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Human Resource Report

Kim Kirkpatrick was not present. Commissioner Marquardt expressed concerns about the issues that staff is experiencing with our health insurance. Kim is working with Tim Knauf at Williams Manny to see how quotes from other insurance companies will come in.

Executive Director Job Description

The board reviewed the updated Executive Director job description. Dan made one change under the Education, Experience and Training section. He included Superintendent along with Director, Deputy Director or Executive Director for experience.

Eric Dahl made a motion to approve the updated Executive Director job description, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

Pedestrian Bridge Planks Bid

The district went out to bid for new bridge planks for the pedestrian bridge at Doty Park. The bridge was installed in 1991 and has had some planks replaced. Staff is recommending that all bridge planks be replaced.

Staff received one bid from Contech Engineered Solutions for 325 treated douglas fir deck planks for a total cost of \$29,802.00.

Jean Twyning made a motion to approve the proposal from Contech to replace the deck planks, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

Executive Session

At 5:25 p.m. John Ackman made a motion to go into Executive Session under Section 2(C)(3) of the Open Meetings Act for the purpose of discussion of the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, or the discipline, performance or removal of the occupant of a public office, seconded by Jean Twyning. A roll call vote was taken with all voting yes. Motion carried.

Debbie Kent and Jonathan Cudzewicz left the meeting at 5:25 p.m.

At 7:21 p.m. regular session reconvened. Roll call was taken. Those present were Sam An, Eric Dahl, Jean Twyning, John Ackman and Mary Marquardt. Also present was Dan Roddewig.

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Jean Twyning made a motion to establish a salary range of \$95,000.00 to \$120,000.00 for the Executive Director position, seconded by John Ackman. A roll call vote was taken with all voting yes. Motion carried.

Eric Dahl made a motion to retain the services of Illinois Association of Park Districts for an Executive Director search at \$8,625.00, seconded by Sam An. A roll call vote was taken with Sam An, Eric Dahl and John Ackman voting yes. Jean Twyning and Mary Marquardt voted no. Motion carried.

At 7:24 p.m. John Ackman made a motion to adjourn the meeting, seconded by Eric Dahl. A voice vote was taken with all voting yes. Motion carried.

Submitted by
Debbie Kent