

Belvidere Township Park District
Board Meeting
August 11, 2020

Minutes

The Belvidere Township Park District board meeting was called to order at 5:00 p.m. Roll call was taken. Those present were Mary Marquardt, Paul McCaffrey, Jean Twyning, and Mark Muccianti. Sam An arrived at 5:05 p.m. Also present were Mark Pentecost, Todd Bex, Rick Wulbecker, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the August 11, 2020 meeting agenda, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a motion to approve the July 28, 2020 meeting minutes, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

Financial Report

Debbie Kent provided a financial report showing July receipts and park district cash balances as of July 31, 2020.

Bills for Payment

Mary Marquardt made a motion to approve the bills for payment from July 1 – July 31, 2020, seconded by Jean Twyning. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

There was no board correspondence.

Public Input

There was no one present for public input.

Director's Report

Mark Pentecost attended the second Baltic Mill committee meeting on August 6, 2020. The direction the committee has given is that the Baltic Mill should be preserved and stabilized for future generations. Development and renovation of the facility should be based around phasing capital money to start small and increase as money and fundraising may allow to complete the final structure plan.

The park district received \$32,000.00 from the County for the last two years of Impact Fees.

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The Lion's Club will be starting a fundraising on the ADA playground and baseball field project at Prairie Fields Sports Park. Mark Pentecost is working on an RFP to select a Landscape Architect.

Superintendent of Recreation Report

Rick Wulbecker reported that the Belvidere School District will be offering remote E-Learning for the 1st semester. Belvidere Park District will be offering an All-Day Fall Camp that will run from 8:00 a.m. to 6:00 p.m. Options are being discussed with the school district for the park district to offer the camp at the schools. Parents would have to transport their children.

Superintendent of Parks Report

Todd Bex commented that the staff found a significant leak in the main drain line of the pool. He is working with Ceroni Piping to diagnose where the leak is located.

The City project at Hickory Bills has come to a complete stop. Todd has talked with Brent Anderson from the City and he said the city will be cleaning up the site and putting the project back out to bid. They have opened the pathway back up to the public.

Staff has been working at Sundstrand Park. The power has been restored and two of the three shelters have remodeled restrooms. The wells were tested and they both failed. The tests reflected a high bacteria count. They will need to be chlorinated and retested ten days after that procedure has been performed. There was discussion of possibly of Belvidere Park District and Theil working together for an entrance off Newburg Road.

Superintendent of Human Resources Report

Kim Kirkpatrick had no additions to her report.

Superintendent of Administrative Services Report

Debbie Kent had no additions to her report.

Discussion of Approval Template/Process for Purchases \$25,000 and Above

Mark Muccianti presented a draft of a form he feels is critical for staff to use when proposing a project/purchase over \$25,000.00. This would provide the board with all the information they need before approving the project/purchase. The information Mark would want includes the request overview, background, proposal, success criteria, benefits or financial justification, cash flow, project timeline, quotes received, alternatives considered, and risks/mitigation/opportunities.

The commissioners were asked to come back with their individual top three questions that they need answered to approve a project/purchase.

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Approval of CUSD 100 Agreement for After School Care from 2020-2023

The agreement is for use of the cafeteria and gymnasium at Washington Academy, Lincoln Elementary School, Seth Whitman Elementary School, Caledonia Elementary School and Meehan Elementary School to house the Belvidere Park District's 3rd Base After School recreational program.

The agreement is for one year, but Mark is asking the board to approve the agreement for 3 years to allow staff to extend the contract internally without having to bring it to the Board every summer.

Jean Twyning made a motion to approve the Intergovernmental Agreement with Community Unit School District 100 for use of school buildings for after school care from August 2020 through July 2023, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

Executive Session

At 6:01 p.m. Jean Twyning made a motion to go into Executive Session under Section 2(C)(1) of the Open Meetings Act for the discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

Regular session reconvened at 6:12 p.m. Roll call was taken. Those present were Mary Marquardt, Jean Twyning, Paul McCaffrey, Sam An, and Mark Muccianti. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex, Kim Kirkpatrick and Debbie Kent.

There was no action taken as a result of Executive Session

Submitted by
Debbie Kent