

Minutes

The monthly meeting of the Kewanee Park District Board of Commissioners was held at the Kewanee Park District Office Board Room, 1095 Cambridge Road Kewanee, IL 61443 Thursday December 15, 2022 at 5:30 PM.

Present: Commissioner Kapacinkas, Commissioner Heberer, Commissioner Morey, Director Andrew Dwyer, Secretary Christy Jackson-Ehnlé, Jennifer Russell (Regional Media)

Absent: President Brackett & Commissioner Verstraete

1. CALL TO ORDER

a. Roll Call

2. CONSENT AGENDA

a. CONSIDERATION OF MINUTES:

i. Regular Meeting November 17, 2022

b. CONSIDERATION OF FINANCIAL STATEMENTS

c. CONSIDERATION OF BILLS FOR APPROVAL

Commissioner Heberer motioned to approve Consent Agenda.

Commissioner Morey seconded the motion. Motion Passed. 3-0

3. PUBLIC COMMENT: None

4. NEW BUSINESS

a. **Consideration of Ordinance No. 369:** Annual Property Tax Levy for Kewanee Park District

Commissioner Heberer motioned to accept Ordinance No 369.

Commissioner Morey seconded the motion. Motion Passed. 3-0

b. **Consideration of Resolution No. 16:** Authorizing Executive Director to acquire recreation software for Kewanee Park District

Commissioner Morey motioned to accept Resolution No 16. Commissioner

Heberer seconded the motion. Motion Passed. 3-0

c. **Consideration of Resolution No. 17:** Authorizing Executive Director to accept low bid for stump removal at Chautauqua Park

Commissioner Morey motioned to accept Resolution No 17. Commissioner

Heberer seconded the motion. Motion Passed. 3-0

d. **Consideration of Resolution No. 18:** Authorizing Executive Director to enter into agreement with Valley Construction for final design and build of Single slope solar canopy

Commissioner Heberer motioned to accept Resolution No 18. Commissioner

Morey seconded the motion. Motion Passed. 3-0

e. **Consideration of Resolution No. 19:** Authorizing Executive Director to purchase pallet rack storage for new maintenance building

Commissioner Heberer motioned to accept Resolution No 19. Commissioner Morey seconded the motion. Motion Passed. 3-0

f. Designation of Meeting Dates and Times for 2023

Commissioner Morey motioned to accept the 2023 meeting dates and change the meeting start time to 5:00pm. Commissioner Heberer seconded the motion. Motion Passed. 3-0

g. Discussion about formation of 501c3 foundation for Park District

Discussion was tabled until next month's meeting.

h. Discussion and selection of activity rates for 2023

Discussion was tabled until next month's meeting.

Director's Report

- 1.) have come up with a new winter offering! "A Kid's Christmas Party" will be held next Tuesday at the 19th hole where cookie painting, crafting, pictures with the Grinch, and hot cocoa will be served! We have engaged Zion Lutheran and also First Christian Church to participate with us. It should be a great event! I have attached the flyer in your packet.
- 2.) NEW BUSINESS ITEM B: Recreation Software. we have looked at no less than 7 recreational software companies. Price being the #1 factor in investigation. While looking at pricing in concert of what would fit us best. Recdesk offered a product that fit what we wanted to do (Registration, rental, and online pay) all while offering a 3rd party site that would be managed with infrastructure to safeguard our customers data and utilize a pay platform that has no data storm at park.
- 3.) NEW BUSINESS ITEM C: stump removal. we contacted 4 local vendors who had voiced interest in stump work. We received one bid. Recommend approval.
- 4.) NEW BUSINESS ITEM D: Solar Canopy. This item is difficult for me. While I understand weight/load requirements drive up a cost. I was hoping for this project to come in turn-key at \$100,000 with all aspects completed. I am seeking your guidance on this and have created a resolution should you want to move forward with the lone bidder.
WE can always table and do more research before we come back.
- 5.) We have engaged Aflac to offer supplemental insurance to Park District employees at no cost to the District. I am happy to say that staff have received this well and it offers them options should life take an unexpected turn.
- 6.) Other Activities

- a. I have been selected to be the Vice President for Kiwanis for this upcoming year and also incoming President for the following year.
- b. Held introductory call with IPRF who is our new work comp insurance
- c. Held zoom meeting with Iparks rep introducing program
- d. Met with Jager Agency to ensure paperwork and approvals were in place as insurance turn around was rather fast.
- e. Attended Central School Career fair to show the kids about the parks!
- f. Hosted Pre-bid meeting for solar canopy project
- g. Participated in recreational software demos and learning to ensure we were selecting product that would best fit us,
- h. Executed paperwork for boy scout troop and Casandra and myself completed training that is required of us as sponsor.
- i. Installed Computer backups and also anti-virus software as approved last month
- j. Assisted in panning of Christmas Party
- k. Assisted in Planning etc. . . of the new crafting Christmas party!
- l. Held conversations and initial planning for a polar plunge which we will support the Chamber in their efforts to raise money for the fireworks!

7.) In the parks

- a. Replaced memorial leaf shelter as other one rotted at base
- b. Mechanical work on equipment
- c. Mulching and removing build up of leaves
- d. Picking up downed limbs and sticks at parks
- e. Servicing mowers and carts
- f. Sled boxes and sled hills have been prepped for the season

COMMISSIONER COMMENTS

Commissioner Heberer: Thank you to the lighting crews, both of them it was a good turnout. They did an excellent job. We had a truck that gas was stolen from at Northeast Park he asked Andy if the cameras caught it. Andy said where the truck was you couldn't see it. He had talked to Andy about the previous record we had at Thanksgiving & Christmas with a luncheon at the park &

we're already in winter hours by the time you had the luncheon at 11:30 people ate and we got out by noon 2 hours early. Andy said a lot of people were off for thanksgiving only 2 people working, & we didn't have that scheduled. Jim asked about Christmas, will 5 or 6 people be working and if Cas was working, Andy said probably not because school will be out. Andy said he's looking at something for the last day of the year. Jim asked last day of the year or last day before Christmas. Andy said last day of the year.

Commissioner Kapacinskas: Really appreciated all the hard work that's gone into Windmont and Northeast. Thanks to the lighting crew and the volunteers and the staff that make it happen. Just wanted to thank the staff Christy, Andy and all the guys that work in maintenance, & the restaurant we really had a good year this year. Wish you a very Happy Holiday. Looking forward to another great year 2023 moving in a powerful positive direction the sky is the limit.

ADJOURN

With nothing further to discuss Commissioner Kapacinskas entertained a motion to adjourn the meeting. Commissioner Kapacinskas motioned to adjourn the meeting. Commissioner Heberer seconded the motion. All in Favor. Motion Passed. 2-0