

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, September 25, 2018**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Maintenance Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:24 p.m. on Tuesday, September 25, 2018.

Will the recording secretary please call the roll.

The following Sycamore Park District Commissioners are physically present and will be participating in the meeting in person: **Commissioners Graves, Schulz, Strack, and Kroeger.**

The following Sycamore Park District Commissioners are not physically present, but will be participating in the meeting via video and/or audio conferencing: **None**

The following Sycamore Park District Commissioners are not physically present and will not be participating in the meeting: **Commissioner Tucker**

Staff members present were Jeanette Freeman, Director Gible, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Theresa Tevsh, along with Lisa Metcalf and Melissa Dobberstein.

Guests at the Board meeting were: None

**Regular and Consent Agenda Approval –
Motion**

Commissioner Schulz moved to approve the Regular Agenda and the Consent Agenda.
Commissioner Strack seconded the Motion.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

**Approval of Minutes –
Motion**

Commissioner Schulz moved to approve the August 28, 2018 Regular Meeting Minutes.
Commissioner Graves seconded the Motion.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$205,607.00.
Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Correspondence –

Sycamore Public Library – Youth & Teen Services
DCCF – Dan Templin

Public Input –

Commissioner Strack noted he would still like to have a person answer all phone calls.
Commissioner Strack noted he would like us to get a quote to replace the tile behind the homes.
Director Gibble noted he didn't want to get a quote now, since we are doing a field tile study before the project starts and we will see where the problems are.

Positive Feedback –

- President Kroeger noted as a Board they felt very proud of Melissa Dobberstein and her lifesaving actions on the weekend of 8-26. He noted we wanted her to come to the meeting to show her our appreciation and thanks.
- Commissioner Graves noted he keeps hearing great things about the Park District, the Golf Course and the Fire Works. This has been a long time coming and it is a great feeling to walk in someplace and hear this.
- Commissioner Strack noted he is hearing from outside of Sycamore also.
- President Kroeger noted there was a great turnout to the Firework night. Staff had it under control from parking to concessions to everything he saw. Every event staff has everything turned in.
- Director Gibble noted the color drawing in front of the Board is a parcel north of North School. Supt. of Parks Donahoe received a call about dead trees around the school and they thought it was out property. He thought we had an easement for the trail, but it turns out the parcel was supposed to go to the School District. His concern is from a liability perspective, we need to have an easement with the trail is. He met with the County Clerk and they said they would look into it.
- Director Gibble noted we have completed all the documentation regarding Old Mill LLC and Brian Grainger and passed it on to the City of Sycamore. The City at this point is unwilling to accept a Letter of Credit or some sort of security to assure that the items that Old Mill LLC is promising to do for the Park District in exchange for Waiver of Impact Fees. Our counsel is working with Keith Foster on this. He wanted to let the Board to know where this stands at this point.
- Director Gibble noted that if the Board wanted an update on the PDRMA matter and the bridge he recommends asking for and Executive Session.

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Monthly Report – Supt. of Finance Jackie Hienbuecher – She handed out some statistics regarding the phone system. She shared with the Board a 30 day period from August 21st to September 19th. She went over the amount of calls coming in and which number they are coming into and when they are coming in. It was suggested to put it out to the public if they would like a person always answering the phones or if the automated system is ok. President Kroeger noted this was ok to do and then put on the agenda at a later date.

Plan Commission Report – Commissioner Ted Strack – He noted there was no meeting this month.

Old Business

Review Status of Legacy Campus Construction – Director Gibble noted there is information in the board packet relating to the Airport Road Trail work. This should start this next week. President Kroeger noted he had a conversation with Brent Johnson, owner of Ringland Johnson and talked to him about trying to get this closed out. We now have new leaks in the Community Center and Brent told him they will get these taken care of. He also talked to Brent about the Firepit. On the punch list, Brent informed President Kroeger that they have paid \$7000 out of their own pocket on the flashing and counter flashing at the foundation and have also paid Swedberg to fix the conduit line and paid the civil engineer to re-stake the culvert. Director Gibble noted that our fencing contractor is paying the electric.

Succession Planning – President Kroeger noted he asked for names of people the Board thought might be interested in possibly filling the remainder of Ann Tucker's term. The Board got the list down to 3 people and they will call them to see if interested in interviewing for the position and then meet with them.

Action on the Main Bridge at the Golf Course - this will be discussed in Executive Session.

Dog Park/Sled Hill Update -Supt. of Recreation Tevsh noted we are about ready to turn over to the City our Dog Park registration/waiver form and she went over the information with the City. The grounds are looking good and should be ready for an opening of May 4th, which is also National Dog Park Day. Supt. of Parks Donahoe noted they have been working with ENCAP on the grounds and we have started mowing down the turf and it seems to be doing great. He noted the Sled Hill is doing great and it came in thick so it should be ready to go. PDRMA has signage you must put out when it is unattended, so we will be putting these rules out. There will be hay bails in certain areas also. The firepit will be on a timer that is controlled.

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Old Business – cont'd

Update on OSLAD Grant – Director Gibble noted the Grant is signed and is ready to go, so will be delivered to Springfield on Friday.

New Business

Authorization to Go to Bid on Golf Course Irrigation –

Motion

Commissioner Strack moved to authorize going to bid on the Golf Course Irrigation.
Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Authorization to Dispose of Surplus Equipment -Supt. of Parks Donahoe noted we have a date set and it will just be our items. We have more items since last approved, so need these new items approved to dispose of.

Motion

Commissioner Strack moved to approve the list of items for disposal. Commissioner Graves seconded the Motion.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Alternate Date for October 2018 Regular Meeting – President Kroeger asked if the October Board meeting can be moved to October 30th. There was a consensus on the Board to change the meeting to October 30th and we will do a notice of the change.

Quarterly Capital Funds Update – Supt. of Finance Hienbuecher noted this is information only and no action is needed.

Land/Cash Ordinance Amendment to Define “Land” – Director Gibble noted there was background on this in the board packet. This attempts to begin having a discussion on how we change the definition of “Land” and not the “Cash” donation. There was some discussion on this and Director Gibble asked the Board to send him any language suggested and he will then put on the next agenda.

Public Input - None

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Motion

The Board adjourned the Regular Session to go into Executive Session at 8:10 pm on a motion made by Commissioner Strack for the reason listed below. The motion was seconded by Commissioner Schulz.

Roll Call

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

- 11 Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

The Board convened to Executive Session at 8:15 pm on a motion by Commissioner Strack. The motion was seconded by Commissioner Schulz. The roll was called with Commissioners Graves, Schulz, Strack and Kroeger present along with Recording Secretary Jeanette Freeman and Director Gible.

Motion

The Board adjourned the Executive Session at 8:26 p.m. and reconvened to Regular Session on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Motion

The Board adjourned the Regular Session at 8:31 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Tucker was absent.

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District