

Minutes of the Wildwood Park District
Board of Commissioners Regular Meeting
Tuesday, January 19, 2016

Present: Commissioners Ben Richards, Maj Kowalski, Jim Neel, Dan Bundalo, Dan VanErden, Director, Maureen Jekot.

President Richards called the meeting to order at 7:02pm.

The Pledge of Allegiance was recited.

Commissioner Kowalski moved, seconded by Commissioner VanErden to accept the Agenda. Roll, all in favor, motion carried.

The board reviewed the Consent Agenda of Minutes. Commissioner Kowalski pointed out the correction to the date of the December 14th meeting. Commissioner Kowalski moved, seconded by Commissioner VanErden to approve the Consent agenda of Minutes from the Special Meeting on December 14, 2016, The Committee of the Whole Meeting on December 14, 2016 and the Committee of the Whole Minutes on January 11, 2016. Roll call, all in favor, motion carried.

The board completed a six-month review of Executive Session Minutes. Commissioner VanErden moved, seconded by Commissioner Kowalski to release the Executive Session Minutes from February 16, 2015 and July 20, 2015. Roll call, all in favor, motion carried.

The board will again review Executive Session Minutes in July 2016.

Financial Reports

The board reviewed financial reports for the month of December 2015. There were no questions regarding the financial reports.

Public Comments

None

Commissioner Comments

The board noted that there is an ethics statement in place for the district. President Richards asked for any other comments. Commissioner VanErden noted that monthly checks, invoices and receipts are available for board member review at each monthly meeting.

Committee Reports

Strategic Planning – President Richards has another contact that he will pursue to facilitate the program. Director Jekot will also contact him to see where his fee would fall. SWOT Analysis was completed. Commissioner Bundalo expressed some concerns that he would like to discuss in Committee regarding the hiring of a facilitator.

Valley Lake-Did not have a formal meeting but met to gather up details and information. The committee is requesting water sample testing in winter by Lake County Health

Department. Commissioner Kowalski asked if this request was formulated in a Committee Meeting. She cautioned that the Valley Lake Committee is subject to the Open Meetings Act and all discussion and action is to take place during a public meeting. The request came in after the Committee of the Whole Meeting but was still placed on this meetings agenda so that the board could get a feel for the request. Typically, topics such as this would be placed on the Committee of the Whole Meeting before moving onto the Regular Meeting. In future, items will go before committee prior to the Regular Meeting.

Work is being on gathering management company information and aerator company information.

Staff Reports

The Board reviewed Supervisor reports of Laura Milkie and Nick Stadel. The supervisors completed much work over the holiday weeks. The Director was on vacation for those weeks.

Director Jekot updated the conference summary and noted her request to attend a pre-conference session on Thursday for and additional \$75.00. President Richards commented that he wouldn't need all of his expenses and that would cover the \$75.00.

The district migrated over to the ADP Payroll services this month. All went smooth as the company provided onsite assistance to complete the transition.

An additional Laptop was purchased and others moved around in order to earmark the Windows PC for the QuickBooks Program. It is a refurbished MacBook Pro for \$829.00. Nick will use this laptop and the Public Services Department will utilize one of the MacAir tablets. Commissioner VanErden noted that ipads may replace some of the laptops. Director Jekot noted that the district did attempt to utilize ipads 4 years ago in the office and experienced limitations, however now the ipads are much more advanced and are being used for some tasks within the district. The minutes for this meeting are presently being transcribed on an ipad in Notability.

Supervisor Laura Milkie presented the financial summary of the last season of programs. The breakdown shows a nice profit in programs. We still have several months to go and more revenue will be generated. Commissioner Neel noted that fitness and exercise programs are showing the most profit.

Unfinished Business

General Practices Manual – Commissioner Kowalski moved, seconded by Commissioner Neel to adopt the Commissioners General Practices Manual. Roll call, Commissioner Bundalo aye, Commissioner Neel aye, Commissioner Richards aye, Commissioner Kowalski aye, Commissioner VanErden aye. All in favor, motion carried.

New Business

Adjusted Annual Meeting Schedule – Commissioner Kowalski moved, seconded by Commissioner VanErden to approve the Annual Meeting Schedule (October Committee Meeting Date moved to Tuesday due to Columbus day holiday). Roll call, all in favor, motion carried.

Annual Fees 2016 – Commissioner Kowalski moved, seconded by Commissioner VanErden to approve the 2016 Annual Fees. Commissioner Bundalo inquired as to the raises, which included copies that were increased and pavilion rentals that were raised. Roll call, Commissioner Bundalo aye, Commissioner Neel aye, Commissioner Richards nay, Commissioner Kowalski aye, Commissioner VanErden aye. 4 to 1 motion carried.

Daylight Water Sample Approval – The board considered the request from the Valley Lake Committee for water samples. A discussion followed on the goal and need for testing. Commissioners shared their feelings on the taking of samples from the area near the pipe off of Mill Road. It is time sensitive because readings are desired during the winter months when there is a thaw. It is believed that the salt coming into the lake could be impacting so it is important to gather these readings while the snow is melting. Commissioner Kowalski wanted clarification on the goals of the testing. She wants to be able to explain to those who ask why the tests are being conducted. Discussion continued on the flow of the water into the lake since the Big Oaks Drainage project brings water to the lake faster.

Three different reading times are being requested. Commissioner Van Erden moved to approve one set of water samples from two inflow locations on Valley Lake for up to \$250 of suspended solids collected by Lake County Health Department. Commissioner Bundalo seconded. Roll call vote, Commissioner Bundalo aye, Commissioner VanErden aye, Commissioner Neel nay, Commissioner Kowalski nay, Commissioner Richards aye. 3 to 2 vote, motion carried.

A review of minutes for the Valley Lake Committee was discussed. Commissioner Kowalski wants additional efforts put forth for the committee to adhere to the Open Meetings Act. Director Jekot was told to clarify that Valley Lake Committee must conduct all business in public with an agenda and minutes from Attorney Adam Simon.

There being no further business, Commissioner VanErden moved, seconded by Commissioner Kowalski to adjourn. Roll Call, all in favor, motion carried.

The Regular Meeting adjourned at 8:22pm.