

MINUTES OF PEOTONE PARK DISTRICT REGULAR BOARD MEETING JUNE 23, 2020

1. ROLL CALL

Park District meeting called to order at 7:02pm. Present were Wade Callahan, Lindsey Schwiesow, Barbara Sim, Jacklyn Van Overmeiren. Also, present Kim Stroud, Park Manager, Jeff Eschbach, Park Maintenance, Jennifer Price, RecCare Instructor. Sharon Pasch, Scott Lorenz for public comments. Shaun Ziems arrival at 7:16 pm.

2. APPROVAL OR CORRECTIONS TO MINUTES OF MAY 26, 2020 REGULAR MEETING

Tabled.

3. PUBLIC COMMENTS AND/OR QUESTIONS

Sharon Pasch talked with Board regarding using softball fields for videos and practices. She will call Kim to work out fees and availability. Also, she talked about the Petone High School Athletic Boosters regarding the cameras for baseball and softball fields.

Scott Lorenz addressed the Board regarding alleged money inaccuracies in Lincolnway Special Recreation Association. Park will reach out to other association members to see where they stand.

4. ACCOUNTS PAYABLE AND PAYROLL

Additional \$250 to be transferred to debit card. Funds to transfer to corp account \$50,000 split to \$40,000 Operating Corp Fund and \$10,000 to Rec Account, Kim will adjust in QuickBooks. Checks to Amanda Carlson (\$39.33) and Morgan Rutter (\$110.78) to be re-issued as original checks have not been cashed. Motion to approve accounts payable and payroll by Barbara Sim, second by Lindsey Schwiesow. Roll call: Barbara Sim yes, Lindsey Schwiesow yes, Wade Callahan yes, Jackie Van Overmeiren yes, Shaun Ziems yes. Motion passed 5/0/0.

5. REPORTS:

A. FINANCIAL REPORT – see attached reports.

B. COMPLIANCE/LEGAL REPORT–None

C. MAINTENANCE REPORT – see attached report.

D. REC CARE – Kim and Jennifer are working on new registration forms. Will have completed for next board meeting.

E. MANAGERS REPORT –see attached report.

6. OLD BUSINESS

A. NEW PROGRAMS – No discussion.

B. CAPITOL IMPROVEMENTS – No discussion.

C. AUTHORIZE REPAIRS/UPGRADES TO PARK FACILITIES – tabled.

D. AUTHORIZE REPAIRS/UPGRADES TO PARK EQUIPMENT – Motion to authorize up to \$600 for replacement of lights in pavilions by Barbara Sim, seconded by Jackie Van Overmeiren. Roll call: Barbara Sim yes, Jackie Van Overmeiren yes, Wade Callahan yes, Lindsey Schwiesow yes, Shaun Ziems yes. Motion passed 5/0/0.

Motion to authorize up to \$1500 for repair and/or replacement of wood to picnic tables in pavilions by Barbara Sim, seconded by Jackie Overmeiren. Roll call: Barbara Sim yes, Jackie Van Overmeiren yes, Wade Callahan yes, Lindsey Schwiesow yes, Shaun Ziems yes. Motion passed 5/0/0.

E. PRELIMINARILY APPROVE BUDGET & APPROPRIATION ORDINANCE - tabled.

F. SCHEDULE PUBLIC HEARING ON PRELIMINARY BUDGET & APPROPRIATION ORDINANCE – tabled.

G. AUTHORIZE PUBLICATION OF NOTICE OF PUBLIC HEARING ON PRELIMINARY BUDGET & APPROPRIATION ORDINANCE – tabled.

H. UPDATE ON PROPERTY ANNEXATIONS – Discussion continuing.

I. UPDATE ON EMPLOYEE HANDBOOK/PERSONNEL POLICY – discussion continuing. Kim found an on-line program for sex harassment course. She will look into having Park employees all gather at one time.

J. STATUS OF PARK CLOSURES CONCERNING COVID-19 PANDEMIC – Fields and courts will be open with Phase 4. Playgrounds remain closed as Park is unable to sanitize as required by Phase 4 guidelines, effective 6.26.20. Kim will post.

7. NEW BUSINESS

A. AUTHORIZE AMENDED INDEMNIFICATION AGREEMENT WITH VILLAGE -Motion to approve amended draft as presented to the village of Peotone with exception of paragraph 8, (which is not approved) by Lindsey Schwiesow, seconded by Shaun Ziems. Roll call: Lindsey Schwiesow yes, Shaun Ziems yes, Wade Callahan yes, Barbara Sim yes, Jackie Van Overmeiren yes. Motion passed 5/0/0.

B. AUTHORIZE TREE MEMORIAL PROGRAM– Tree selections are still TBD and location to be determined by Park. Motion to approve tree memorial program with cost of \$350 to pay for tree and plaque by Barbara Sim, seconded by Shaun Ziems. Roll call: Barbara Sim yes, Shaun Ziems yes, Wade Callahan yes, Lindsey Schwiesow yes Jackie Van Overmeiren yes. Motion passed 5/0/0.

C. AUTHORIZE SUMMER CAMP PROGRAM -Motion to approve Summer Camp to proceed with COVID-19 guidelines and start date at Kim's discretion by Shaun Ziems, seconded by Jackie Van Overmeiren. Roll call: Shaun Ziems yes, Jackie Van Overmeiren yes, Wade Callahan yes, Lindsey Schwiesow yes, Barbara Sim yes. Motion passed 5/0/0.

D. AUTHORIZE TREASURE HUNT PROGRAM – Adult treasure hunt with entry fee of \$40 per 2-member team. Hunt will end at Game-On, who are to provide hot dog, chips and drink to each participant. Budget of \$250, date tbd, on a Saturday or Sunday. Motion to approve by Lindsey Schwiesow, seconded by Jackie Van Overmeiren. Roll call: Lindsey Schwiesow yes, Jackie Van Overmeiren yes, Wade Callahan yes, Barbara Sim yes, Shun Ziems yes. Motion passed 5/0/0.

E. AUTHORIZE OUTDOOR FITNESS PROGRAM –Outdoor fitness with various activities will be determined by instructors. Cost \$5 per participant, 3 days a week starting at 8:30 – 9:00 am, tbd. Instructor fee of \$25 per day. Motion to approve by Lindsey Schwiesow, seconded by Shaun Ziems. Roll call: Lindsey Schwiesow yes, Shaun Ziems yes, Wade Callahan yes, Barbara Sim yes, Jackie Van Overmeiren yes. Motion passed 5/0/0. **Date TBD**

F. AUTHORIZE PAINT NIGHT PROGRAM-Painting class for adults and children, cost of \$25 per participant. Budget of \$75 for supplies. Jennifer Price will instruct, with ½ of the participant fee to Park, ½ to pay instructor. Motion to approve as presented by Lindsey Schwiesow, seconded by Jackie Van Overmeiren. Roll call: Lindsey Schwiesow yes, Jackie Van Overmeiren yes, Wade Callahan yes, Barbara Sim yes, Shaun Ziems yes. Motion passed 5/0/0.

G. DISCUSS REC CARE PROGRAM – Kim and **Jennifer** are working with school regarding holding RecCare at schools continuing.

H. DISCUSS MOVIES IN THE PARK PROGRAM – Kim discussed possibly having at Fair Grounds. Board like on Park grounds.

I. DISCUSS CONCERT IN THE PARK- Subject to current Phase 4 guidelines. Kim will discuss with the Chamber.

J. APPROVE RELEASE OF EXECUTIVE SESSION MINUTES- tabled.

K. APPROVE MODIFICATION TO TERMS OF EMPLOYMENT – tabled.

8. CORRESPONDENCE/COMMUNICATION/PETITIONS – None.

9. ADJOURNMENT – Motion to adjourn by Lindsey Schwiesow, seconded by Jackie Overmeiren. Roll call: Lindsey Schwiesow yes, Jacki Overmeiren yes, Wade Callahan yes, Barbara Sim yes, Shaun Ziems yes. Meeting adjourned at 10:00 pm.

Respectfully submitted,

Barbara Sim, Board Secretary

***Highlighted denotes correction**