

Alsip Park District Board of Commissioners
Minutes of Meeting
May 24, 2021

- Par. 1 **CALL TO ORDER**
President Kleina called to order the Meeting of the Alsip Park District Board of Commissioners at 6:34 pm.
- Par. 2 **PLEDGE OF ALLEGIANCE**
Those in attendance gave the Pledge of Allegiance.
- Par. 3 **ROLL CALL**
The Secretary called the Roll, and there were present Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina. A quorum was present.
- Par. 4 **PRESENTATION OF MINUTES**
Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve the Meeting Minutes of April 26, 2021, as presented. Motion carried by voice vote 5 – 0.
- Par. 5 **ATTORNEY’S REPORT**
Attorney Cainkar invited newly elected Alsip Park District Commissioners to rise and partake in the Oath of Office ceremony. Jacquelynn (Jackie) Becker and Kathleen (Kathy) Perretta were duly sworn in to four-year-terms of office by Attorney Cainkar. Jairo Gutierrez was duly sworn in to a two-year term of office by Attorney Cainkar.
- Par. 6 **PUBLIC DISCUSSION**
No public was in attendance.
- Par. 7 **SECRETARY’S REPORT**
Secretary Poremba displayed the Corporate Seal that was purchased 50 years ago and had only recently worn out. She reported it could not be repaired and a new, lighter one had been obtained.
- Par. 8 **COMMITTEE REPORTS**
FINANCE
Business Manager
Sue Breusch’s Board Report was placed on file.
- Par. 9 Director Huber reported it was time for the annual interest payment for the 2017, 2019, and 2020 bonds. She added that with the start of the new fiscal year, the annual membership payment for HR Source, and renewal of the one-year contract with Ricoh were also due.

- Par. 10 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to ratify the transfer of \$15,395.44 for the payment of interest on the bonds. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 11 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve the yearly membership dues for HR Source in the amount of \$1,380.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 12 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve the one-year contract with Ricoh at the cost of \$1,921.96 yearly. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 13 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve payment of bills for the month of May 2021 in the amount of \$363,173.53. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 14 RECREATION
Superintendent
Greg Hooper’s Board Report was placed on file.
- Par. 15 Director Huber reported the rest stop for the Cal-Sag Trail was nearly completed and had received many compliments. She added a sign indicating “ownership” by the Alsip Park District had been installed.
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- Par. 16 Supervisor
Denise Michalski’s Board Report was placed on file.
- Par. 17 Director Huber reported on the “Park & Party” tailgate event, scheduled for Saturday, June 19th.
- Par. 18 Supervisor
Rebecca Perkaus’ Board Report was placed on file.
- Par. 19 Director Huber reported the new handbooks had been updated to include the most recent COVID-19 rules.
- Par. 20 Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to approve the Summer Day Camp Employee Handbook as presented. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 21 Motion made by Commissioner Gutierrez, seconded by commissioner Perretta, to approve the Summer Day Camp Parent Handbook as presented. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.

- Par. 22 Motion made by Commissioner Gutierrez, seconded by commissioner Perretta, to approve the Kiddie Camp Parent Handbook as presented. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 23 Director Huber commended the staff for presenting a phenomenal preschool graduation. For the first time, it was held in the evening and live-streamed for those at home. Many compliments had been received.
- Par. 24 **ATHLETICS**
Supervisor
Brad Burke’s Board Report was placed on file.
- Par. 25 Director Huber reported that Supervisor Burke had resigned and would be leaving soon. She added the position had been posted online and applications had started to arrive.
- Par. 26 **AQUATICS/FITNESS**
Manager
Leslie Guerrero’s Board Report was placed on file.
- Par. 27 Director Huber reported new COVID-19 restrictions had increased pool capacity rules on June 5th, with a possible expansion of limits on June 11. She added pool pass sales were running smoothly and the only complaints received on the costs had come from nonresidents.
- Par. 28 **PARKS/MAINTENANCE**
Superintendent
Daren McLaughlin’s Board Report was placed on file.
- Par. 29 Director Huber reported the Parks staff had done an outstanding job repainting the pool and with the routine maintenance of the grass cutting.
- Par. 30 **GOLF COURSE**
Operations Manager
Rich Gottardo’s Board Report was placed on file.
- Par. 31 Director Huber reported golf rounds were up over most previous years and the first concert had gone off well. An increase in banquet bookings had been noted as well.
- Par. 32 President Kleina requested that job openings be posted on the website under Employment Opportunities as well as to announcements on social media.
- Par. 33 **MAIN OFFICE**
Manager
Donna Smith’s Board Report was placed on file.
- Par. 34 Director Huber reported the new Vermont RecTrac migration was tentatively set for installation in November. She added it will be made more difficult because of preparation for the Apollo Recreation expansion project and possible relocation of the Main Office.

- Par. 35 **DIRECTOR’S REPORT**
Director Huber’s Board Report was placed on file.
- Par. 36 Apollo Park Update
** Director Huber reported the project had been closed out; however, issues still remain.
- Par. 37 COVID-19 Update
** Director Huber reported on a possible move to Phase 5 Mitigation on June 11th. A brief discussion ensued on requiring personnel and public to prove they have been vaccinated. Staff working directly or in close contact with children under 12 will be masked. She presented a draft copy of the District Mask Requirement Update, which states that employees wishing to work maskless will need to present their completed COVID vaccination card for copying to their file. To address mask rules for entrants at Apollo Recreation Center, she submitted a proposal for the door along the lines of “By Entering This Facility You Are Verifying You Are Fully Vaccinated” to help avoid confrontations with those not wearing a mask. Persons wishing to may continue to wear masks.
- Par. 38 FY 2021-2022 Planning
** Director Huber reminded the Board of the site inspections of Progress and Freedom Parks on June 11th at 10am.
- Par. 39 Telephone System
Director Huber reported extensive research and selection of a new phone system had been completed. A good working relationship had been established with the representative from Simple Circuits. He was very helpful in dealing with changes in service from Comcast, which will be reduced to providing internet and cable access. She asked for approval of the proposed agreement with Teletech Communications.
- Par. 40 Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve a three-year agreement with Teletech Communications for a new phone system for the entire District in the amount of \$776.00, plus taxes per month. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 41 Laramie Park Update
** Director Huber reported the Laramie Park punch list was to terminate May 29th, per the OSLAD Grant agreement. Various items are yet to be completed, and a few problems items had arisen. The rain garden has standing water and the grade might be below the water table; the asphalt ADA parking space is out of alignment and will need replaced by concrete; and the splashpad has some leaks to be repaired before the Grand Opening can be scheduled.
- Par.42 Cal-Sag Trail Update
** Director Huber reported CSX wants the insurance paid.
- Par. 43 Tree Walk
Director Huber reported the trees were planted and the project is complete.
- Par. 44 NRPA Conference
Director Huber reported hotel rooms for the September 21 – 23 conference had been booked but can be cancelled without penalty, depending on the actual number of staff and board attendees.

- Par. 45 Aquatic Park Water Analyzer
Director Huber reported the water analyzer for balancing pool chemicals in the Aquatic Park had quit. Superintendent McLaughlin had been able to get the necessary part and fixed the equipment without a delay to the season.
- Par. 46 Motion made by Commissioner Perretta, seconded by Commissioner Schmitt, to ratify the purchase of a water analyzer from Halogen for the Aquatic Park in the amount of \$2000.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 47 Park & Party Tailgate Event
Director Huber reported that the fireworks display company, formerly Mad Bomber Fireworks Production, was adjusting the usual plans for the event. Permission from Prairie Junior High and St. Terrence had been granted for use of their respective parking lots, and staff is coordinating with Police, Fire and Public Works. Director Huber added that this was the last year of the contract and suggested increasing the budget for 2022 so she could begin negotiating a new contract with the company.
- Par. 48 Apollo Recreation Center Expansion
** Director Huber reported the committee had held a kickoff meeting on the ARC expansion to lay out groundwork and develop a construction timeline. She invited suggestions for places for short and long-term relocations of operations as work is done throughout the building.
- Par. 49 **NEW BUSINESS**
** President Kleina opened the floor for a brief discussion of recent correspondence between the Alsip Little League and St. Terrence and how the District could assist the baseball league.
- Par. 50 **OLD BUSINESS**
There was no Old Business brought before the Board.
- Par. 51 **ADJOURNMENT**
Motion made by Commissioner Perretta, seconded by Commissioner Schmitt, to adjourn the Meeting. Motion carried by voice vote 5 – 0.
- Par. 52 The Meeting adjourned at 8:17 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

** Denotes follow-up action required