

**GODLEY PARK DISTRICT
REGULAR BOARD MEETING MINUTES
JUNE 14, 2016**

The Regular Board Meeting was called to order at 5:00pm by President Alton. Those present for roll call were Commissioners J. Krug, K. DeMarse, R. Stanford, L. Gillette and E. Alton. Also present: Director Heitz, Attorney Freeman, Lee Ann Zaremba, Ryan Togliatti, Melissa Woodard, and Cheryl Lenig. Public Present: Ron & Lois Taylor, Richard & Lori Easter, Cindy Trainer, Dan Butler, Fena Blottiaux, Bob Floyd, and Bob Tovey.

PUBLIC COMMENT

N/A

CORRESPONDENCE

Copy from local paper from Reed Custer recognition breakfast. Kaci Kingman and Cheryl Lenig attended. Kaci is attending Eureka College in the fall and works with our Summer Camp and Before & After School Program.

APPROVAL OF MINUTES

A motion to approve the May 17, 2016 Public Hearing & Board Meeting Minutes was made by Commissioner Krug, seconded by Commissioner DeMarse. Upon roll call vote the following Commissioners voted aye: R. Stanford, J. Krug, K. DeMarse, L. Gillette, and E. Alton. With 5 ayes, 0 nays, the motion carried.

APPROVAL OF THE WARRANT DATED MAY 2016

A motion to approve the warrant dated May 2016 was made by Commissioner Krug, seconded by Commissioner Gillette. Upon roll call vote the following Commissioners voted aye: R. Stanford, J. Krug, K. DeMarse, L. Gillette, and E. Alton. With 5 ayes, 0 nays, the motion carried.

Commissioner Gillette asked what the nurse is? Director Heitz explained that she comes to the check the day care once a month.

Commissioner Krug asked how much more do we owe to Awesome Amusements for Fall Fest? We paid half as a deposit balance due is \$4,000. He also asked if cedar rustic was used for the daycare fence? Director Heitz stated yes and includes parts for the dog fence.

Commissioner Alton asked about us paying for the fish for the fishing derby? Director Heitz explained that IDNR had been providing us fish in the prior years but they are no longer doing that. As we have stated before, D'Orazio is our sponsor for the fish.

Commissioner Gillette asked when tax deposits are due? Director Heitz explained we have a new schedule with the county. Our next deposit is June 23rd.

Commissioner Alton asked who Carrie Vasil is? Director Heitz said she is our Preschool For All Teacher and Assistant Day Care Director for the past year. Edna asked so all these people have credit cards? Director Heitz stated yes and explained why they do for their different positions. Commissioner Alton asked about the charge to Portillo's and said she doesn't want to see that again. Commissioner Alton requested Rick Collins card be revoked since he is part-time as with Carrie Vasil Card. Director Heitz Explained, she will pull Ricks card tomorrow but Carrie is a Full time employee. Director Heitz explained it was for Teacher Appreciation Day. She asked why there are so many trips to Walmart and Menards. Director Heitz explained different staff go at different times. The cook shops for the food program on a weekly basis. Director Heitz picks up supplies for the district, special events, some paper products, some kitchen supplies, senior/resident lunches, wrestling, etc. Commissioner Alton doesn't think the people renting our fields should have a key to lights or storage. Director Heitz said we spoke to Doug and it was a mistake and not on purpose that the storage shed was left unlocked. He became distracted when putting away the bases. He sincerely apologized. Commissioner Alton said the lights are too expensive to let the baseball team have the keys.

Commissioner Krug asked what Aaron bought at Menards? Director Heitz stated the usual monthly custodial supplies. Lee Ann gave him the stack of receipts so he could look at them. Lee Ann had to find the receipt he wanted. After examining the receipt, he found nothing wrong or unusual with the receipt from Menards.

Commissioner Alton asked if staff tells Dayna when they are going shopping and what they are getting? Director Heitz replied yes, they say they are going and to where but don't give specifics for general supply items. Commissioner Alton wants all purchases pre-approved before a purchase is made. Dayna will put out a memo tomorrow about purchases being pre-approved and request all cards be turned in immediately.

DIRECTOR'S REPORT

Our 2-year contract expires in July with Call One. Lee Ann looked into AT&T government rates they are more expensive. We are staying with Call One. The Budget for 16-17 fiscal year have been filed with both counties.

Our Prevailing Wage Ordinance that will be requested to be approved this evening will have 2015 DOL rates due to their last update.

Day care compressor went out, had to repair immediately. Was a \$7,700.00 and paid from the capital fund.

No update on OSLAD. Our representative is retiring and not sure when we will get another one assigned to us.

Survey for wetlands done. Director Heitz will speak to Tod and be meeting with him soon.

Day care numbers have settled down. Lower numbers in the summer. Finished the 15-16 school year for PFA to close the grant. Numerous purchases were made in supplies for the PFA grant in order to close it out.

Commissioner Alton asked about the cameras, do they have speakers for voices? Director Heitz replied no. We have never had voice recording on the cameras, it's illegal.

Cheryl has submitted the grant paperwork for the 16-17 school year. Typically, we hear in July if we will receive the grant for another year. Cheryl has been working on relicensing paperwork and preparing the daycare center for the inspection. The teachers have switched the preschool classroom with the infant room to accommodate more preschoolers. The 2/3 & 4/5-year old classrooms need new computers. The computers are so old that they are preventing us from upgrading and taking new updates on our network system.

Summer camp going well. This week was archery. Christine is working on Touch-A-Truck to have at the Movie in the Park. Fishing Derby was last Saturday.

Commissioner Alton asked why we didn't go get donations and why there wasn't a lot of advertising. Ryan stated there was a lot of advertising and we did get donations. She asked why it wasn't in the Braidwood paper. Ryan explained that the event supervisor didn't specify she wanted that, no direct line of communication. Edna also stated people went around Angie's back to do the Paradise casino trip. Ryan talked about the paradise casino. The trip made money. Angie cancelled the trip the day before the deadline and didn't tell anyone.

Commissioner Alton asked about the profit losses. Why is it just Angie's we are looking at? Where are Melissa's? Lee Ann stated we had Melissa's last month. Everything is current now. Last meeting Commissioner Alton asked to see Angie's.

Commissioner Alton asked how many people went on field trip with kids last week? Director Heitz stated camp had 4 staff members because it was swimming. Commissioner Alton said what about the trip last year that Angie got in trouble for sending too many people? Director Heitz stated they were not running a camp, they did not go to the same places, and they did not have the same number of children. Many factors go into how we plan staff schedules.

Commissioner Krug asked how the Paradise Casino made money. The driver fee isn't listed on the profit loss? Director Heitz stated we did not pay a driver separate and wages are not listed on any of the casino trip profit and loss reports because that employee is already clocked in or being paid for a normal work day. Commissioner Krug stated he thought we should count wages if the employee is hourly but not salary. Director Heitz stated we would be paying a full time staff member whether they are hourly or salary so we do not discriminate based on their wage.

Commissioner Gillette asked about the softball league. We had 2 teams commit. Offered them a lesser fee and will play the best of 5 games. Both teams recently agreed to that.

OLD BUSINESS

LAND CASH DONATION ORDINANCE – INFORMATIONAL DISCUSSION

Information in the packet.

NEW BUSINESS

SUB-CONSULTANT FEES FOR CAPITAL PROJECTS

Sub-Consultant fees are for the wetlands survey and the land survey. This is per the contract with Design Perspectives. We will have a bill of \$12,000.00 approximately which would be 55% of the total due for services. We are looking for prior approval because of timing of the next meeting. Asking for permission to not exceed amount of up to \$12,500.

A motion to approve the Sub-Consultant fees for capital projects up to \$12,500 was made by Commissioner DeMarse, seconded by Commissioner Gillette. Upon roll call vote the following Commissioners voted aye: R. Stanford, K. DeMarse, L. Gillette, and E. Alton; Commissioner voted nay: J. Krug. With 4 ayes, 1 nay, the motion carried.

ADOPTION OF PREVAILING WAGE ORDINANCE O-111

A motion to approve the adoption of prevailing wage ordinance O-111 was made by Commissioner Krug, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: R. Stanford, J. Krug, K. DeMarse, L. Gillette, and E. Alton. With 5 ayes, 0 nays, the motion carried.

Commissioner Gillette asked if it will be posted? Director Heitz said notice will go in the paper, a signed and certified copy will be mailed to Springfield Department of Labor can be viewed/inspected by the public at the administrative office of the Park District.

EXECUTIVE SESSION

NA

MOTION ADJOURNMENT

A motion to adjourn the meeting at 5:41 pm was made by Commissioner Krug, seconded by Commissioner Gillette. Upon voice call vote, all ayes, the motion carried.

Respectfully submitted by: Melissa Woodard

OFFICIAL REPORTS:

1. Public Hearing & Board Meeting Minutes (May 17, 2016)
2. Warrant (May 2016)
3. Land Cash Donation Ordinance Information
4. Sub-Consultant Fees for Capital Projects
5. Adoption of Prevailing Wage Ordinance O-111