

PEKIN PARK DISTRICT
MINUTES OF
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS
6:00 p.m. Thursday, January 11, 2019
At the Mineral Springs Park Robert N. Blackwell Building
1701 Court Street, Pekin, IL 61554

1. Call to Order:

President Gillis called the meeting to order at 6:04 p.m. and all stood to recite the Pledge of Allegiance.

2. Roll Call:

The following Commissioners were present: Marv Brown, Kyle Cain, Paula Helm, Gary Gillis, Greg Maloney, Scott Price and Kristen Walraven. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst. to the Executive Director; Richard Wherry, Park District Attorney; Scott Clausen, Superintendent of Parks; Cory Proehl Director of Golf; Shawn Powers, Superintendent of Recreation; Keith Knox, Parkside Athletics Manager; Alisha Dault, Miller Center Administrator and Rich Hallam; Business Office Manager. Press was not in attendance.

3. Additions to and/or Deletions from the Agenda, if any:

None.

4. Comments from the public:

None.

5. Consent Agenda and Approval of the same:

- A. Approval of December 13, 2018 meeting Minutes.
- B. Approval of bills and payroll for 12/11/18 through 1/4/19 in the amount of \$166,383.41.
- C. Approval of bills to paid 1/11/19 in the amount of \$5,088.75

Move to accept the Consent Agenda.
Motion: Marv Brown 2nd: Paula Helm
All ayes by a voice call vote – motion carried

Move to pass all items of business listed in the Consent Agenda by omnibus vote.

Motion: Paula Helm 2nd: Marv Brown
All ayes by a roll call vote – motion carried

7. Executive Director's (ED) Report:

The ED reported that he and Dori Smith have been working on the job description for the Chief of Park Police position and working with Tom Conlin, Joe Prytiscosh (Interim Chief) and his staff on the operation of the department. He also reported that Tom Conlin will be recognized at the 1/31/19 for his years of service.

The ED reported that he and Dori Smith were working on RFP's for janitorial and paper supplies and beverage vendors.

The ED reported that he had sent out RFP's for the Park Foundation website.

The ED reported that he was preparing Bid Documents for the grading, placement of aggregate and chip sealing of the Pekin Sports Complex walking path.

The ED reported the Safety and Loss Control Committee met and discussed purchasing AED's to replace recalls and on-line safety training for employees.

The ED reported that the Strategic Plan was on the park district website homepage including a letter written by Board President Gary Gillis. He also stated he needed to meet with staff regarding priorities and will be working on progress updates.

The ED reported he is working on updates to the Employee Handbook.

The ED reported that he is working on updating the Park Foundation By-Laws.

The ED reported he is working with Darrell Becker and Alisha Dault on Miller Center Improvement bids.

The ED reported he will be reaching out to individuals that attended the Skate Park meeting and putting out notices for another meeting in the near future.

The ED reported that the Staff Committee and the Staff Council were working on Service Categories for the Smart Approach.

The ED reported that he is no longer on the ICF Board anymore. He stated that Minority Leader Representative Durkin appointed someone else to replace him.

8. Staff Reports:

Scott Clausen reported that workers would be taking down Winter Wonderland trees over the next several days.

Rich Hallam reported the D.A. Points Junior Golf Tournament would be coming back this year. He mentioned that the Park Foundation is a beneficiary through the Steve Funk Junior Golf Fund.

9. Commissioner Comments:

Commissioner Maloney stated concerns over the parking lot being closed off. He noted it's been a mild winter and the playground should be accessible. It was noted that usually the west end is open for that purpose.

Commissioner Price asked the status of the hail damage report. Dori Smith stated she hasn't heard anything for several weeks and will make an inquiry.

10. Unfinished Business:

None.

12. Executive Session:

1. Convene into Executive Session for the purpose of the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers and legal counsel for the park district and review, approval of October 11, 2018 Executive Session Minutes and possible release of Minutes.

Move to convene into Executive Session.

Motion: Kristen Walraven 2nd: Scott Price

All ayes by a voice call vote – motion carried

(Time: 6:16 p.m.)

2. Reconvene into Open Session –

Move to reconvene into Open Session.

Motion: Scott Price 2nd: Marv Brown

All ayes by a roll call vote - motion carried.

(Time: 7:12 p.m.)

3. Action on Executive Session.

Move to approve October 11, 2018 Executive Session Minutes.

Motion: Paula Helm 2nd: Kristen Walraven.

All ayes by a voice call vote - motion carried.

Move to not release Executive Session Minutes as recommended in a memo dated January 9, 2019 from the Executive Director.

Motion: Paula Helm 2nd: Kristen Walraven

All ayes by a voice call vote - motion carried.

Move to approve posting the Job Vacancy Notice for the Chief of Park Police position.

Motion: Scott Price 2nd: Marv Brown

All ayes by a voice call vote - motion carried.

13. Adjourn:

Move to adjourn.

Motion: Paula 2nd: Marv Brown

All ayes by a voice call vote – motion carried

Time: 7:15p.m.

Respectfully Submitted,

Dori K. Smith, Secretary
Board of Commissioners
Pekin Park District