

**MINUTES**  
**DeKalb Park District**  
**Public Meeting of the Board of Commissioners**  
**March 8, 2021**  
**Hopkins Community Center, DeKalb, IL**

**Public Meeting**  
**6:00 p.m.**

**I. Meeting Call to Order:**

President Dean Holliday called the meeting to order at 6:02 p.m.

**Roll Call**

**Board members present:** Commissioner Dean Holliday, Commissioner Gail A. Krmeneč, Commissioner Doug Eaton, and Commissioner Dag Grada.

**Absent:** President Phil Young.

**Staff Members Present:** Interim Executive Director Ray Ochromowicz, Superintendent of Parks & Development Mat Emken, Superintendent of Recreation Greg Bruggeman, Accounting & Administrative Assistant Jennifer Anderson, Wendy Hayes, Dave Kesson, Kevin Hager, Kevin Bock, Randy Hjelmberg, and Cindy Slinkard.

**II. Action on the Agenda**

Commissioner Krmeneč made a motion to approve the agenda, seconded by Commissioner Eaton. Motion carried by voice vote.

**III. Public Comments**

None

**IV. Old Business**

None

**V. New Business**

**a. Presentation of Summer Pool Pass Rates**

Commissioner Krmeneč asked if people reserving a slot can choose their time, and if they pay at the time of reservation. Mr. Bruggeman said they can choose a time as long as there is space and they do pay upon the reservation. Commissioner Krmeneč also asked if we have done an analysis for capacity as the operating loss will be bigger for this year. Mr. Bruggeman said we have looked at the numbers and are looking at some variables such as staffing. We will also cancel time slots if they are not being filled.

**b. Discussion on Landscape Architect for the Ellwood House Museum Grant**

Commissioner Krmeneč stated that because this project is over \$25,000, park district code requires it to be bid, although she understands you can use a company whose services you have used before. She stated that the board has discussed in prior meetings these projects of this magnitude should be put out to bid so we get a competitive price. Mr. Ochromowicz said he would take the heat for that as professional services are typically excluded from the bidding

procedures. Often if there is an ongoing relationship it is not unusual to use them for future projects. Commissioner Grada stated at this point in time, he did not see any problems with running through this as it is. Commissioner Eaton concurred with Commissioner Krmeneč. Commissioner Holliday agreed that we have discussed this before, and multiple bids is the best way to find out if you are getting the best dollar. The consensus of the board was to go out for RFP.

- c. **Discussion on Architect for the Ellwood House Museum Grant** Commissioner Krmeneč said she was okay with this because of the dollar amount and this company has already worked on the roofs. Commissioner Grada and Eaton concurred they were satisfied with the service.

- d. **Discussion on Board, Administrative and Personnel Policies**

Commissioner Grada asked if merit awards not increasing base salaries is common in the industry. Looking at hiring, we are bringing them into a situation which is substandard of the industry. Commissioner Krmeneč said she looked at it as two types of increases- a salary increase, which is a cost of living increase, which everyone would receive. Merit pay is based on performance. If they exceed expectations, they receive an award. That award does not count toward your base salary. Mr. Ochromowicz stated IMRF has always been nearly 100 percent funded. In the situation here, you would not need hiring ranges. You are hired at this point and would be there forever, all you gain is the cost-of-living every year. He thought the good employees would leave. Commissioner Grada and Eaton concurred. Holliday and Krmeneč thought a merit award should not be included in base pay.

There was a consensus on the policy for service.

For the policy on Gifts, Food, Refreshments there was a question about eliminating the per diem for conferences. Commissioner Krmeneč's understanding was that that portion would be included in the travel policy. She said that part of the document should be clarified. Commissioner Grada saw food as a minor investment as long as we have discretion. Our overall budget is 9m and we are penny pinching \$50 for pizza. That is not good practice. We have a problem with environment at this district and we need to encourage people to come here. Commissioner Eaton agreed with Commissioner Krmeneč that taxpayer dollars should not be spent for on food for employees. Commissioner Holliday agreed with Commissioner Grada that morale is a big thing in any company- it's the thought you are giving the people working for you doing the job.

- e. **Action on Request for Utility Easement at Cheeseboro Park**

Commissioner Grada made a motion to grant the DeKalb School District a utility easement at Cheeseboro Park for the installation of a storm sewer line, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday.  
Nay: None. Absent: Young. (4-0-1)

**f. Action to Accept the Upper South Branch Kishwaukee River Watershed Improvement Plan**

Commissioner Grada made a motion to accept the Upper South Branch Kishwaukee River Watershed Improvement Plan as a planning tool for future park development projects, seconded by Commissioner Eaton.

Commissioner Krmeneč was concerned with the language of action to accept the plan. Is accepting the same as adopting. Mr. Emken said the language says to adopt. Commissioner Krmeneč was concerned one document said accept and one said adopt and she did not want to vote to accept and have someone sign to adopt. Commissioner Eaton concurred. Commissioner Grada stated that Dean Johnson, who presented this information, stated this did not commit us to any course of action.

Commissioner Eaton made a motion to table the action, seconded by Commissioner Krmeneč. Motion carried by voice vote. Aye- Krmeneč, Holliday, Eaton. No- Grada.

**g. Action on Changes to the Recreation Supervisor Job Description**

Commissioner Grada made a motion to accept the Recreation Supervisor Job Description, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday. Nay: None. Absent: Young. (4-0-1)

**h. Action on Filling the Recreation Supervisor Position**

Commissioner Eaton made a motion to authorize staff to fill the Recreation Supervisor position at a starting salary not to exceed \$60,241, seconded by Commissioner Krmeneč.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday. Nay: None. Absent: Young. (4-0-1)

**i. Action on Filling the Superintendent of Finance & Administration Position**

Commissioner Eaton made a motion to authorize staff to fill the Superintendent of Finance & Administration position at a starting salary not to exceed \$78,840, seconded by Commissioner Krmeneč.

Commissioner Krmeneč asked if this position would be re-advertised. Mr. Ochromowicz said it would. Commissioner Holliday asked for how long and Mr. Ochromowicz said for most notices, it is automatically 30 days.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday. Nay: None. Absent: Young. (4-0-1)

**j. Action on Ordinance 21-01: Budget & Appropriation for the Fiscal Year March 1, 2021 to February 28, 2022**

Commissioner Grada made a motion to approve Ordinance 21-01: Budget & Appropriation Ordinance for the Fiscal Year March 1, 2021 to February 28, 2022, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday. Nay: None. Absent: Young. (4-0-1)

**k. Action to Approve the Budget Document for the Fiscal Year March 1, 2021 to February 28, 2022**

Commissioner Grada made a motion to approve the Operating and Capital Budget document for the Fiscal Year March 1, 2021 to February 28, 2022, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday. Nay: None. Absent: Young. (4-0-1)

**VI. Executive Session**

**a. Collective Bargaining Matters 2(c)(2)**

Commissioner Krmeneč made a motion to go into executive session under 2(c)2 Collective Bargaining Matters, seconded by Commissioner Eaton. Motion carried by voice vote.

**VII. Reconvene Open Meeting**

The open meeting reconvened at 7:38 p.m.

**VIII. Adjourn Public Meeting**

Commissioner Krmeneč made a motion to adjourn the meeting, seconded by Commissioner Eaton. Motion carried by voice vote.

Meeting adjourned at 7:38 p.m.