

MINUTES
DeKalb Park District
Public Meeting of the Board of Commissioners
March 19, 2020
Ellwood Visitors Center, DeKalb, IL

Public Meeting
6:00 p.m.

I. Meeting Call to Order:

President Phil Young called the meeting to order at 6:01 p.m.

Roll Call

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

Staff Members Present: Executive Director Amy Doll, Superintendent of Golf Steve Moore, Superintendent of Parks and Development Mat Emken, Clubhouse/Terrace Room Supervisor Cindy Slinkard, Team Leader Dave Kessen

II. Action on the Agenda

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

III. Consent Agenda

All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.

- a. Public Meeting of February 6, 2020
- b. Public Hearing of February 20, 2020
- c. Public Meeting of February 25, 2020

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

IV. Public Comments

None

V. Old Business

None

VI. New Business

- a. **Action to Approve Temporary Changes to Personnel Policy 4-2: Personal Leave**

Commissioner Grada made a motion to approve temporary changes to Personnel

Policy 4-2: Personal Leave, waiving the requirement the LTS leave be used only for reasons cited in the Family Medical Leave Act Policy for 90 days, seconded by Commissioner Eaton.

Executive Director Doll stated that in response to the COVID-19 pandemic and the potential health risk to District employees and family members, and based on Governor Pritzker's recommendation, District staff recommend waiving the FMLA "reasons for unpaid leave" requirement from Policy 4-2 for the next 90 days. This will encourage employees to stay home if they are sick or if they have a sick family member and should be quarantined and not to worry about the financial consequences of having to stay home to care for a sick family member.

President Young asked if employees would be required to use their personal days first and Director Doll responded yes.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

b. Action on Proposal from Upland Design for Welsh Park

Commissioner Grada made a motion to authorize staff to enter into a contract with Upland Design for design and construction observation services for the Welsh Park OSLAD project in the amount of \$66,800 plus reimbursable expenses, seconded by Commissioner Eaton.

Superintendent Emken reviewed the amenities to the Welsh Park project that are included in the project and noted that the only change since the previous meeting was clarification of a typo that noted that Upland Design would be reviewing pay requests. President Young asked if this was approved tonight when would the District see the next phase. Director Doll responded that the District would expect to see bid plans in June.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

c. Action on Resolution 20-05: Authorizing the Acquisition of Land from the KWRD

Commissioner Grada made a motion to approve Resolution 20-05: Authorizing the Acquisition of Land from the Kishwaukee Water Reclamation District, seconded by Commissioner Eaton.

President Young asked when the KWRD was expected to take action on this if the District approved the resolution tonight. Director Doll stated that she would contact the KWRD executive director the next day. President Young also asked about soil samples and whether or not the tests had turned up any contamination. Director Doll responded that the results had been sent to PDRMA and they were

satisfied with the report.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young.
Nay: None. Absent: None. (5-0-0)

d. Action on Golf Position

Commissioner Grada made a motion to authorize staff to fill the Assistant Golf Maintenance Superintendent position at Salary Grade Level 3, seconded by Commissioner Eaton.

Superintendent Moore noted that the District has an opening in the Assistant Golf Maintenance Superintendent position due to the movement of the previous employee in that position to the Golf Maintenance Superintendent position. He stated that there were no recommended changes to the job description and that staff recommend hiring this position at a pay grade 3. President Young asked if Moore was satisfied with the pay grade and Moore stated yes.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young.
Nay: None. Absent: None. (5-0-0)

e. Action on Ordinance 20-04: Surplus Item Declaration

Commissioner Grada made a motion to Approve Ordinance 20-04: An Ordinance Declaring as Surplus and Authorizing the Sale of Other Conveyance or Disposal of Surplus Personal Property of the DeKalb Park District, DeKalb County, Illinois, seconded by Commissioner Eaton.

Superintendent Moore noted that after evaluation of the equipment these pieces would be declared as surplus and would be replaced with new mowers. President Young asked about the age of the equipment. Moore noted that the greens mowers are 2007 models and that the fairway mower is approximately a 2000 model. All of the units have extensive hours on them. Commissioner Krmeneč asked whether the District would wait to surplus the equipment until new mowers were purchased, assuming new mower purchase approval. Superintendent Moore indicated that the old mowers would be traded in as part of the new mower purchase.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young.
Nay: None. Absent: None. (5-0-0)

f. Action on Items over \$10,000
i. Golf Mowers

Commissioner Grada made a motion to Approve quote from JW Turf for the golf course mower package in the amount of \$147,544.37, seconded by Commissioner Eaton.

Superintendent Moore noted that these are the pieces in most need of replacement for the District's golf courses. Two different quotes were received from JW Turf for John Deere equipment and from Reinders for the Toro equipment. Staff are recommending the purchase of the John Deere equipment from JW Turf. President Young inquired about the warranty. Moore responded that the greens mowers all have a 5-year warranty.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

VII. Financial Reports

a. Action on Invoices for Payment

Commissioner Grada made a motion to approve paid invoices from February and March in the amount of \$190,675.84, seconded by Commissioner Eaton.

Motion carried by roll call vote. Aye: Eaton, Grada, Krmeneč, Holliday, Young. Nay: None. Absent: None. (5-0-0)

b. Other Financial Reports

VIII. Adjourn Public Meeting

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

Meeting adjourned at 6:15 p.m.