

**Burr Ridge Park District
Regular Meeting
August 17, 2020**

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:32 pm by President Quigley.

Present: Caplis, Fara, Malloy, Quigley
Via Zoom: Lawrence
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance

Approve August 17, 2020 Agenda

Move Item IXA and B Executive Session, to after VII E New Business, Discuss and Approve Ordinance 20-02 Renaming Palisades Park to Fara Family Park

Approve July 27, 2020 Regular Meeting Minutes

Malloy moved, seconded by Caplis and approved by roll call vote to Approve the July 27, 2020 Regular Meeting Minutes.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

Approve July 27, 2020 Executive Session Minutes

Malloy moved, seconded by Caplis and approved by roll call vote to Approve the July 27, 2020 Executive Session Meeting Minutes.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski notified the Board of an individual that was supposedly giving tennis lessons at Stevens Park. After investigation, it was players performing drills, which looks as though it is lessons for several individuals but it is not. In addition, there were reports of lessons being given at Woods Pool, and after investigation, it was a family that were practicing. Mixed in with that have been several instances of actual private lessons being held, which were immediately terminated with attendees required to depart the facility.

There is an individual who is still at large that is monopolizing the courts stating that the courts are unavailable for 3 hours who appears to be giving lessons. Pacanowski has provided his cell phone number to residents to place a phone call when this individual returns in order to investigate further. Periodic surveillance will be maintained also.

Pacanowski stated that Commissioner Fara brought up turf restoration in Palisades Park, which was not a Com Ed restoration responsibility. This area will be maintained, mowed as it is in the wetland trails of Harvester Park and will eventually resemble turf grass.

Pacanowski stated that at most times Harvester Park attendees are not social distancing properly. At times there have been 75 to 150 people on the playground at one time. Closed restrooms remain essential in minimizing crowded conditions.

Pacanowski stated there are some in house programs such as art, and outdoor activities such as tennis, and park opportunities such as fishing and coyote cove that have been doing well during the COVID-19 pandemic.

Automatic will be coming out to look at air flow in the building, ventilation and filters to ensure the system is up to date and within code before fall programs begin.

Superintendent of Finance

Nothing further added to the written report.

Recreation Division

In addition to the written report, Pacanowski advised the Board that Gower is still advising that they will have a hybrid learning situation. Before and After Care will then be provided at Gower with established protocols. There will be two groups of 15 children accepted.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Adopt District Investment Policy

Janusz informed the Board that this is a standard template and there is currently no formal policy at the Burr Ridge Park District.

Caplis stated the policy requires a report be reviewed by the CEO.

Pacanowski stated that the entire Board would get the information.

Quigley stated that in terms of liability, this policy indemnifies employees without elected officials.

Janusz will find out about elected officials.

Janusz also stated that an election of officers should be placed on the September Agenda and that we will need to appoint a Treasurer to replace Tim Fara.

Caplis moved to Adopt Investment Policy, seconded by Malloy and approved by roll call vote.

Ayes: Caplis, Fara, Malloy, Quigley Nays: None Abstain: Lawrence

Discuss Cancellation of Fall Baseball 2020

Pacanowski summarized and provided details that went into the decision to cancel Fall Baseball for the 2020 season.

After deliberation and continued advisement from PDRMA and IAPD guidelines it was decided that this program could not be covered safely at the Burr Ridge Park District.

Discuss Flag Football Safety Protocols

Pacanowski provided details regarding changes to the Flag Football program which is on target to start the 24th. This curriculum has been modified according to the assigned guidelines risk level. Protocols were implemented to accommodate all necessary safety guidelines. Aides will be assigned to each pod to assist with social distancing.

Fara asked how it was decided that the Flag Football program would be allowed to continue, but the baseball program would have to be cancelled. What differences in the two programs forced the cancellation decision for baseball.

Pacanowski responded that the baseball teams are not the Burr Ridge Park District teams. They have been playing all summer with no awareness or practice for social distancing guidelines. Over the summer there was not a single team with awareness of social distancing.

Fara asked if it was more a matter of control over the social distancing guidelines. Pacanowski responded that it is a matter of control over the social distancing.

Malloy stated that the football players are going to be closer than baseball players.

Pacanowski stated that it will be 5 on 5 with 4 receivers – mini squads of 10 with specific spots marked on the field with aids monitoring the social distancing aspects of the programs, all within state guidelines.

Discuss Contractor and Offsite Program Safety Protocols

Pacanowski informed the Board that when contractors come in as an Instructor or when programs are held at off-site facilities, the same safety protocols are being followed that our employees follow on park district property.

Discuss and Approve Ordinance 20-02 Renaming Palisades Park to Fara Family Park

Caplis asked to change wording in the ordinance from “by naming a Park in his honor” to “by naming a Park in their honor”.

Malloy moved to Approve Ordinance 20-02 Renaming Palisades Park to Fara Family Park, seconded by Caplis and approved by roll call vote.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

ADJOURNMENT TO EXECUTIVE SESSION

Adjourn to Executive Session Pursuant to 5 ILCS 120/2 (c) 1 for Discussion of Personnel Matters Involving Specific Employees of the Park District

Discuss Pending Litigation

Malloy moved, seconded by Caplis and approved by roll call vote to Adjourn to Executive Session Pursuant to 5 ILCS 120/2 (c) 1 for Discussion of Personnel Matters Involving Specific Employees of the Park District and to Discuss Pending Litigation at 7:16 pm.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

Fara moved to adjourn the Executive Session, seconded by Caplis and approved by roll call vote at 7:19pm.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

RECONVENE REGULAR MEETING

Malloy moved, seconded by Caplis and approved by roll call vote to reconvene the Regular Meeting at 7:19 pm.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

Discuss Personnel Policy Amendment – COVID 19 Pandemic Response

Lawrence moved to approve the Personnel Policy Amendment – COVID 19 Pandemic Response, seconded by Malloy and approved by roll call vote.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

APPROVAL OF BILLS

Malloy asked for verification of Franks Tree Service.

Pacanowski responded that there were large willow limbs at Stevens Park.

Malloy asked if the bill for the fire extinguisher is for a new one.

Pacanowski responded that the bill is for service to get recertification.

Malloy asked for verification of the glass window repair that is labeled Conc. for \$250.

Pacanowski replied that this was for the broken window pane in the concession stand.

Quigley asked if the deep well repair is something that has gone away and come up again.

Pacanowski replied that the water is corrosive with high rust content which created sediment that plugs the pipes. This was repaired and at the time the motor was noticed to be about 50 percent of the pressure. Since they were already there the motor and pump was replaced.

Quigley where is the pump located?

Pacanowski stated that the well is near the first base line.

Caplis asked for verification of the purchase of several Port-a-John keys and Stanley Keys which took 4-1/2 hours.

Pacanowski responded that the keys were needed for the travel team rentals.

Caplis asked why we are supplying keys for rentals.

Pacanowski responded that while keys are needed for the travel team for use, the park district did not want to be liable for cleaning protocol. If the port-a-john is left open after the baseball game is over, there will be a large cleaning bill.

Fara asked for verification of vinegar purchase.

Pacanowski responded that you need to be a certified applicator to be down weed killer, however, this intense vinegar and water mixture will kill weeds and you don't need to be a certified applicator to apply it.

Caplis stated that Andy's Landscaping bill for \$35,000 seems high.

Pacanowski stated that there was a lot of mowing and all playgrounds were maintained with mulch.

Fara moved, seconded by Malloy and approved by roll call vote to Approve August bills.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley

Nays: None

Abstain: None

ADJOURNMENT

Malloy moved, seconded by Fara and unanimously approved to adjourn the Regular Meeting at 7:30 pm

Respectfully submitted,

Sherry Stednitz Recording
Secretary