**BELVIDERE TOWNSHIP PARK DISTRICT**

1006 Lincoln Ave. Belvidere, IL 61008 Boone County, Illinois

**Meeting Date**: 11/9/2021 Time: 5:00 P.M.

**Meeting Location**: Baltic Mill 920 W. Lincoln Avenue Belvidere, IL 61008

**Meeting**: Scheduled Board Meeting of Board of Commissioners of Belvidere Township Park District Boone County, IL

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:02 p.m. by acting President Grafton.

**Roll call** was taken; In attendance: Jean Twyning, Mary Marquardt, and Amy Grafton.

Sam An and Daniel Noble were absent. Those also in attendance were Kim Kirkpatrick, Melissa Merkel and Jonathan Cudzewicz, Attorney Mike Scheurich, Brian Wadsworth, and Teri Becker Board Secretary.

**Meeting agenda**: Twyning made a motion to approve the November 9, 2021 meeting agenda seconded by Marquardt. Roll call vote was taken with all voting Yes. Motion carried.

**Meeting minutes:** Twyning made a motion to approve the meeting minutes dated October 26, 2021, seconded by Marquardt. Roll call vote was taken with all voting yes.

**Financial Report**: Merkel presented the financial report. Merkel reported on raising the threshold in the general checking account at Midland Bank which would result in earning a higher interest rate. The board was in agreement to proceed.

**Bills for Payment**: Twyning made a motion to approve bills for 10/1/2021-10/31/2021 for payment, seconded by Marquardt. A roll call vote was taken with all voting yes. Motion carried.

**Board Correspondence**:

**Twyning** gave an update on correspondence with the Grady family. The family was appreciative of the information they were given and happy withcurrent actions of the district regarding the pool. The executor of the estate inquired about making a donation to the pool.

**Merkel** read an anonymous email received October 2021 from lifelong residents of Belvidere regarding a donation of $2,000 to be used towards preservation of history of the Baltic Mill to be used prior to the summer of 2022. The donor requested the preservation theme be similar to the recent spinner area and plaques recently completed. Merkel to notify John to see if the anonymous donor would like to donate through the foundation.

**Public Input –** Brian Wadsworth candidate for Boone County Sheriff led discussion regarding his application submitted and denial of participation in Christmas lighted parade and drive through event. The board was not aware of the denial. Application states that the park district requests no political groups. Attorney Scheurich indicated that the park district cannot exclude political parties; the requirement would be that the theme designated such as Christmas etc. be included in the participants display etc. Merkel will reach out to Sarah regarding the application and discuss options.

**Staff Reports:**

**Superintendent of Administrative Services**

Merkel presented written report. In addition to the report presented:

Merkel expressed frustration with the current Facebook page for the district. Difficulty in administrative access; may have to reset and relaunch. Should that be necessary a post would go out on local pages announcing the new information which may also be a great marketing opportunity for winter events. The new page would be set up to allow easier administrative access in the future.

Merkel requested information regarding drone access to park district facilities by a park district employee to obtain photos for marketing. Merkel will present the ordinance at the next board meeting.

**Superintendent of Human Resources**

Kirkpatrick presented written report. In addition to the report presented:

Kirkpatrick monitoring OSHA requirements regarding vaccinations. The park district currently falls under the 100 employee threshold however that may change in the spring of 2022.

Once you cross that threshold you are bound by the mandate.

**Superintendent of Grounds**

Cudzewicz presented written report. In addition to the report presented:

Staff very busy as currently there is no additional seasonal staff. Christmas lights scheduled to be completed Friday after Thanksgiving. Currently obtaining pricing on removing log cabin; goal is to complete by year end 2021.

**Unfinished Business**

1. Marquardt made a motion seconded by Twyning to table Sundstrand Tax update
2. Merkel led discussion regarding Green Space Fees update. The county owes approximately $4,213.00 to the park district. Merkel will follow-up on to request checks to be released.

**New Business**

1. Purchase of 2022 StarCraft Allstar Buss

Marquardt made a motion to purchase the 2002 Allstar Starcraft 14 passenger bus with wheelchair lift from Carpenter Bus LLC in the amount of $75,900.00 plus $1,000.00 delivery fee. Twyning seconded the motion. A roll call vote was taken with all voting yes. Motion carried.

1. Action to adopt ordinance 21-11-01 Bond Ordinance

**Adoption of Ordinance:** Twyning made a motion seconded by Marquardt to adopt ordinance 21-11-01 for GO bond .50% on $1,170,000 from Byron Bank. Grafton acting board president declared the motion, motion was presented and read to be adopted. Ordinance was signed in open meeting by the Vice President (acting President) and Secretary.

**Executive Session**

Twyning made a motion at 5:59 p.m. seconded by Marquardt to enter closed session to discuss item 2 c 1. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting or a volunteer of the public body, or against legal counsel for the public body to determine its validity.

Open session reconvened at 6:30 p.m.

**Roll call** was taken; In attendance: Jean Twyning, Mary Marquardt, Amy Grafton and Teri Becker Board Secretary.

**Action taken as a result of closed session:**

Counteroffer to Executive Director candidate

Twyning made a motion seconded by Marquardt to offer a counteroffer to Executive Director candidate for the Executive Director position with the following:

Salary $95,500 with a condition for mentoring with Ray Ochromowicz for calendar year of 12 months for known existing knowledge gaps; 6 month review and 12 month review to goals and measurables to be established by the park district board by on or before 12/14/2021.

Insurance: General benefits same as district employees

Stipend: $600 for vehicle allowance

Sick Leave, Vacation

IMRF Retirement funding

Acting Board President Grafton to notify Noble of the approved counteroffer.

Roll call vote was taken with all voting Yes. Motion carried.

**Meeting adjournment**

There being nothing further to come before the board the meeting was adjourned at 6:31 p.m.

Respectfully submitted

Teri Becker

Board Secretary