**BELVIDERE TOWNSHIP PARK DISTRICT**

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

**Meeting Date**: 10/11/2022 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 5:00 p.m. by Amy Nord.

**Roll call** was taken; In attendance: Mary Marquardt, Amy Nord, Sam An.

Absent: Jean Twyning, Daniel Noble

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz,

**Meeting agenda**:

Marquardt made a motion seconded by An to approve the agenda for 10/11/22.

A voice vote was taken with (3) voting yes. Motion carried.

**Approval of meeting minutes**:

Marquardt made a motion seconded by An to approve the meeting minutes for 9/27/22.

A voice vote was taken with (3) voting yes Motion carried.

**Bills to be Paid:**  Marquardt made a motion seconded by An to approve the bills to be paid for 9/29-10/04/2022. A roll call vote was taken with (3) voting yes.

Discussion: None

**Financial Report:** Report for September 2022 presented. Discussion: None

**Board Correspondence**: None

**Public Input:** None

**Staff reports:**

* Executive Director Report – Jen Jacky;

Discussion: Event schedule; Bid packets for GO Bond

* Administrative Service Report – Melissa Merkel;

Discussion: Interest rates; Paylocity update

* Marketing Report – John Beachum;

Discussion: Website traffic tracking

* Parks & Recreation Report – Jonathan Cudzewicz;

Discussion: Surplus items; Riverbank stabilization

* Superintendent of Recreation Report – Aly Graham;

Discussion: Special Recreation Outreach

**Future of Aquatics** –Jacky: No update

**Comprehensive Master Plan** – Jacky; Discussion: Draft calendar of schedule; Aly and Jonathon working with Ray; Ray to be 75% completed in November. Public surveys to follow and setting up focus groups.

**Baltic Mill Structural Assessment** – Cudzewicz: No update

**Unfinished Business**

1. Mansfield Park Collaboration | Tabled

Marquardt made a motion seconded by An to remove from table.

A roll call vote was taken with (3) voting yes. Motion carried.

Discussion: Memorandum from Jacky summarizing meeting held with Mr. Sattler Poplar Grove Village President.

Marquardt made a motion seconded by An to move that the Mansfield Park Collaboration no longer appear as an agenda item on the Belvidere Township Park District agenda until Poplar Grove is ready to re-apply.

A roll call vote was taken with (3) voting yes. Motion carried.

**New Business**

1. District Health Insurance: Jacky

Discussion: Current plan with United Health Care, review of options presented by Insurance broker.

Marquardt made a motion seconded by An to approve Mercy Care HMO as the District’s medical insurance provider effective November 1, 2022 with Coyle Kiley as broker at a cost of $287,509.00 and that we cancel insurance coverage with United Healthcare effective end of day 10/31/22.

A roll call vote was taken with (3) voting yes. Motion carried.

1. Administrative Policy 188: Jacky

Discussion: Policy revision has been reviewed and approved by the attorney.

Marquardt made a motion seconded by An to adopt Administrative Policy #188 regarding overtime.

A roll call vote was taken with (3) voting yes. Motion carried.

Administrative Policy 189: Jacky

Discussion: Policy revision has been reviewed and approved by the attorney.

Marquardt made a motion seconded by An to adopt Administrative Policy #189 regarding on call policies.

A roll call vote was taken with (3) voting yes. Motion carried.

1. Sundstrand Baseball Field and Lighting Design Plan: Cudzewicz

Discussion: Opportunities for use of Sundstrand property for baseball fields; Request to hire firm to establish layout, cost and feasibility study.

Marquardt made a motion seconded by An to use Arc Design Resources Inc. to create construction plans for the upgrade to baseball fields at Sundstrand Park in the amount of $22,100.00.

A roll call vote was taken with (3) voting yes. Motion carried.

**Closed Session**

Marquardt made a motion seconded by An to enter into closed session at 5:54 p.m. for:

Act. 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

A roll call vote was taken with (3) voting yes.

**Open session resumed:**

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 6:01 p.m. by Amy Nord.

**Roll call** was taken; In attendance: Mary Marquardt, Amy Nord, Sam An.

Absent: Jean Twyning, Daniel Noble

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz,

Daniel Noble arrived at 6:03 p.m.

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

Marquardt made a motion seconded by An to approve and release executive session meeting minutes dated 2/22/22. A roll call vote was taken with (3) voting yes. Motion carried.

Marquardt made a motion seconded by An to approve and not release executive session meeting minutes dated 7/12/22. A roll call vote was taken with (3) voting yes. Motion carried.

**Meeting adjournment** There being nothing further to come before the board the meeting was adjourned at 6:05 p.m.

Respectfully submitted

Teri Becker