



**MINUTES OF DECEMBER 9, 2021
PUBLIC HEARING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District’s Public Hearing scheduled for December 9, 2021 took place in a Zoom Virtual Meeting platform.

A notice was posted for the public to contact Mr. Michael Hixenbaugh, Executive Director, at mhixenbaugh@butterfieldpd.com to arrange to monitor or participate in the meeting.

The agenda for the meeting was posted as required by State statutes.

This action has been taken in compliance with P.A. 101-0640 and the Governor’s Disaster Proclamation of July 23, 2021 suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.

Commissioner Montgomery called the meeting to order at 6:30 p.m.

Upon roll call the following commissioners were present: Commissioners Tovey, Saunderson, Berntsen, and Montgomery.

Staff Present: Executive Director Hixenbaugh, Director Reiner, Superintendent of Business and Communications Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Berntsen made a motion to approve the Public Meeting Agenda for December 9, 2021; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

Truth in Taxation Public Hearing for 2022-2023 Tax Levy

Board President Montgomery declared the Truth in Taxation Public Hearing opened and asked Commissioner Berntsen to read aloud the Truth in Taxation Notice to those in attendance.

Board President Montgomery asked if there was any further discussion or business for the Public Hearing. There being none, President Montgomery asked for a Motion to Adjourn.

MOTION TO ADJOURN

At 6:32 p.m. Commissioner Berntsen moved to adjourn the Public Hearing; seconded by Commissioner Tovey.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioner Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: 0

PRESIDENT _____

BOARD SECRETARY _____

**MINUTES OF DECEMBER 9, 2021, 2021
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for December 9, 2021, took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Michael Hixenbaugh, Executive Director, at mhixenbaugh@butterfieldpd.com to arrange to monitor or participate in the meeting.

The agenda for the meeting was posted as required by State statutes.

This action has been taken in compliance with P.A. 101-0640 and the Governor's Disaster Proclamation of July 23, 2021, suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.

Commissioner Montgomery called the meeting to order at 6:32 p.m.

Upon roll call the following commissioners were present: Commissioners Tovey, Saunderson, Berntsen, and Montgomery.

Staff Present: Executive Director Hixenbaugh, Director Reiner, Superintendent of Business and Communications Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Berntsen made a motion to approve the Agenda for December 9, 2021; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Montgomery wished all Happy Holidays.

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES – November 11, 2021

Commissioner Saunderson made a motion to approve the Board meeting minutes of November 11, 2021; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

MONTHLY FINANCIAL REPORT – November 2021

Commissioner Saunderson made a motion to accept the November 2021 Financial Report; seconded by Commissioner Berntsen.

Executive Director Hixenbaugh explained that the leak resulting in the higher water bills has been resolved.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List November 2021

Commissioner Saunderson made a motion to approve the Disbursements of November 2021; seconded by Commissioner Berntsen.

Executive Director Hixenbaugh clarified several line items for the board.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- The budget process is in the final stages.
- HR management/time clock software is being implemented.
- Records management process has begun.

b.) Capital Development/Special Projects Report

- OSLAD grant preparation continues in line with the Master Plan.
- Winterizing and special event preparation continues.
- State reimbursement is still pending.

c.) Business and Communications Report

- IMRF rate went down.

d.) Recreation Report

- Polar Express event is this week. We're happy to have enthusiastic volunteers from Glenbard South.
- Preschool enrollment for next year has been robust; classes are filling rapidly.
- Plans for Winter Break Camp are underway.
- Preparation for Wintery Wonderland continues.

UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve Ordinance #21-12-1, an Ordinance determining the amounts of money exclusive of levies for debt service and election costs estimated to be necessary to be raised by taxation pursuant to the proposed levy of the Butterfield Park District for the Fiscal Year beginning May 1, 2022 and ending April 30, 2023; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

- b.) Commissioner Saunderson made a motion to approve Ordinance #21-12-2, an ordinance abating the tax hereto levied for the year 2021 to pay the principal of and interest on \$1,363,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2020, of the Butterfield Park District, DuPage County, Illinois; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

MOTION TO ADJOURN

At 7:04 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed:

AYES: 4 (Commissioners Tovey, Saunderson, Berntsen, and Montgomery)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____