



MINUTES OF JANUARY 14, 2021 MONTHLY BOARD MEETING

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for January 14, 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 the Governor's Disaster Proclamation of March 9, 2020 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.

(Commissioner Piotrowski 6:36 p.m.)

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 Saunderson made a motion to approve the Agenda for January 14, 2021; seconded by Commissioner Berntsen.

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

INTRODUCTIONS OF GUESTS AND STAFF

David Freeman, attorney, was present via Zoom.

Commissioner Berntsen explained that he is the Preservation Foundation's liaison to the Board and will request time on the agenda as necessary.

APPROVAL OF PUBLIC HEARING MEETING MINUTES – (December 10, 2020)

Commissioner Saunderson made a motion to approve the Public Hearing meeting minutes of December 10, 2020; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF REGULAR MEETING MINUTES – (December 10, 2020)

Commissioner Saunderson made a motion to approve the regular meeting minutes of December 10, 2020; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – (December 2020)

Commissioner Saunderson made a motion to accept the December 2020 Financial Report; seconded by Commissioner Berntsen.

Executive Director Hixenbaugh explained that funds have been returned to the Wintrust loan account.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List (December 2020)

Commissioner Saunderson made a motion to approve the Disbursements of December 2020; seconded by Commissioner Berntsen.

Executive Director Hixenbaugh explained that the NEDSRA payments have been made, and the district will apply for reimbursement in the coming months.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

CONSTRUCTION PAYOUT #2

Commissioner Saunderson made a motion to approve the Construction Payout #2; seconded by Commissioner Tovey.

Executive Director Hixenbaugh explained that the same financial transfer procedure was followed for this payout as the first, and Director Reiner offered additional details on the status of the project.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- Window Wonderland Event was a fantastic team event.
- Budget preparation continues with a commitment to open the pool in some capacity.
- IRPA conference will be virtual this year.

- A proposal has been submitted for Executive Director Hixenbaugh to present at the NRPA conference in September.
 - We will continue to update the community regarding the changing COVID-19 mitigations and the impact on the district's program offerings.
- b.) **Capital Development/Special Projects Report**
- Progress continues on the project with focus on the OSLAD elements.
 - We will continue to pursue the demolition of the houses on the property.
 - The soccer shed installation is complete and looks great.
 - Parks department is planning for spring projects.
 - There has not been much progress with IDOT regarding their project.
- c.) **Business and Communications Report**
- Summer program guide production is moving along, and the guide will go live on March 1.
 - One more tax distribution has been received.
 - Bond process is complete, and checks have cleared.
- d.) **Recreation Report**
- 67 children participated in the Window Wonderland event.
 - Preschool preview night was very successful with three families registering for next year that night and additional registrations continuing to come in.
 - Remote Learning continues to go well with hybrid schedules starting this week for both districts.
 - Additional 1-2-1 Fun! sessions have been added and continue to be very popular.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve Ordinance 21-1-1, an Ordinance abating the tax hereto levied for the year 2020 to pay the principal 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 Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

At 7:10 p.m. Commissioner Saunderson made a motion to enter into Executive Session for the purpose of personnel; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

At 7:36 p.m. Commissioner Saunderson made a motion to resume the Regular Board Meeting; seconded by Commissioner Piotrowski.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

- a.) Commissioner Saunderson made a motion to approve the Employment Contract for Dr. Reiner as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- b.) Commissioner Berntsen made a motion to approve the amendment to the IMRF reimbursement agreement with Dr. Reiner as presented; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- c.) Commissioner Berntsen made a motion to approve the amended IMRF reimbursement agreement with Dr. Reiner not to exceed \$50,000; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

MOTION TO ADJOURN

At 7:51 p.m. Commissioner Tovey moved to adjourn; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____