



**MINUTES OF NOVEMBER 11, 2021
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for November 11, 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 Piotrowski called the meeting to order at 6:30 p.m.

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

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 November 11, 2021; seconded by Commissioner Saunderson.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Piotrowski commented on how nice it is to see so many people enjoying the parks.

INTRODUCTIONS OF GUESTS AND STAFF

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

APPROVAL OF REGULAR MEETING MINUTES – October 14, 2021

Commissioner Saunderson made a motion to approve the Board meeting minutes of October 14, 2021; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – October 2021

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

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List October 2021

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

Director Hixenbaugh explained that the ADA reimbursement was for summer camp non-resident inclusion assistance.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

DIRECTOR’S AND OPERATIONS REPORT

a.) Director’s Report

- Budget and HR program processes continue with very close consideration of summer part time wages.
- Commissioners were encouraged to RSVP as soon as possible for the upcoming IPRA conference.
- IDOT project is not expected to begin until summer of 2023.
- IAPD legal symposium was very informative.
- Congratulations to our Commissioners are their many years of dedicated service: Commissioner Montgomery 20 years, Commissioner Saunderson 20 years, and Commissioner Piotrowski 10 years.

b.) Capital Development/Special Projects Report

- Winterization has been completed in the parks.
- Search has begun for additional PT staff for maintenance/parks.
- A local food pantry will be utilizing the Glen Briar Pavilion during the winter months for food distribution.
- Work on the fountain continues, but testing will not take place until the spring.
- Turf has been treated and is dramatically improved.

c.) Business and Communications Report

There were no questions or comments on this report.

d.) Recreation Report

- Enrollment for 2022-2023 preschool is underway for currently enrolled families and will open to the public on December 1, 2021.
- Trunk or Treat event had 30 families participating and included a D.J. and bounce house.
- Polar Express and Wintery Wonderland planning is well underway.
- New this year in preschool is monthly themed focus on kindness which has been very well-received.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve the Wheaton Bank and Trust Bond Offer as presented; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Saunderson made a motion to appoint Commissioner Tovey as IAPD Delegate and Commissioner Berntsen as 1st Alternate; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- c.) Commissioner Tovey made a motion to approve Resolution 21-11-1, "A resolution 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 Saunderson.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- d.) Commissioner Saunderson made a motion to approve Ordinance 21-11-1, "An Ordinance providing for the issue of \$282,995 General Obligation Limited Tax Park Bonds, Series 2021, of the Butterfield Park District, DuPage County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Wheaton Bank and Trust Company, N.A.;" seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MOTION TO ADJOURN

At 7:26 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 Piotrowski)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____