



**MINUTES OF MAY 19, 2022
PUBLIC HEARING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Public Hearing scheduled for May 19, 2022, 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 April 29, 2022, 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 6:31 p.m.

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

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

Budget and Appropriation Ordinance for Fiscal Year 2022-2023

Board President Piotrowski declared the Budget and Appropriation Public Hearing opened and read aloud the Budget and Appropriation Ordinance to those in attendance.

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

MOTION TO ADJOURN

At 6:35 p.m. Commissioner Saunderson moved to adjourn the Public Hearing; seconded by Commissioner Montgomery.

Upon roll call vote, the motion passed:

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

NAYS: 0

PRESIDENT _____

BOARD SECRETARY _____

**MINUTES OF MAY 19, 2022
REGULAR BOARD HEARING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for May 19, 2022, 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 April 29, 2022, 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 6:35 p.m.

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

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

APPROVAL OF AGENDA

Commissioner Berntsen made a motion to approve the Agenda for May 19, 2022, as amended to move forward the Friends of the East Branch DuPage River Trail presentation to follow the approval of meeting minutes; seconded by Commissioner Saunderson.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

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

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

Roger Behling, Superintendent of Parks and Facilities. Michael Kryger, former commissioner. Ginger Wheeler, representative of the Friends of East Branch DuPage River trail.

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Montgomery thanked fellow board members and staff for their support and cooperation over his tenure on the board.

APPROVAL OF REGULAR MEETING MINUTES – April 21, 2022

Commissioner Saunderson made a motion to approve the Board meeting minutes of April 21, 2022; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF EXECUTIVE SESSION MINUTES – February 10, 2022

Commissioner Saunderson made a motion to approve the Executive Session meeting minutes of February 10, 2022; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

FRIENDS OF THE EAST BRANCH DUPAGE RIVER TRAIL PRESENTATION

Ginger Wheeler explained the purpose of the trail organization and the upcoming event on June 4 at The Glen which will include tours of potential trail development locations.

Commissioner Saunderson made a motion to support Friends of the East Branch DuPage River Trail efforts to educate and work with DuPage County in the development of the East Branch DuPage River Trail; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – April 2022

Commissioner Saunderson made a motion to accept the April 2022 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: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List April 2022

Commissioner Saunderson made a motion to approve the Disbursements of April 2022; seconded by Commissioner Berntsen.

Director Hixenbaugh highlighted several unexpected expenses including vehicle repairs, computer replacements, and hiring expenses.

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

- Audit is underway. Field work is scheduled for June 6
- Budget includes all transfers including those for debt service.
- The current version of the district's park naming policy as well as the proposed new version are included for review.
- Projected camp revenue was presented.

b.) Business and Communications Report

- Superintendent Murphy expressed her appreciation and gratitude to Commissioner Montgomery on his years of service and dedication to the district.

c.) Recreation Report

- All summer camps are at capacity except for Teen Camp.
- Lifeguard certifications are upcoming.
- Family Fun Fest is scheduled for July 23.

d.) Parks and Facilities Report

- Parts are on order for the leisure pool.
- Dive pool has been filled.
- Park washrooms will be open from Mother's Day until Halloween.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve Ordinance 22-5-1: "An Ordinance adopting a combined annual budget and appropriating such sums of money for the corporate and recreational program purposes of the Butterfield Park District, DuPage County, State of Illinois for the year beginning May 1, 2022, and ending April 30, 2023;" seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Parks and Amenities Naming Policy will be included on the June meeting agenda after attorney review.
- c.) Commissioner vacancy will be discussed further at the June meeting.

MOTION TO ADJOURN

At 8:40 p.m. Commissioner Montgomery 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 _____