



**MINUTES OF OCTOBER 19, 2023
MONTHLY BOARD MEETING**

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

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

Commissioner Berntsen made a motion to allow Commissioner Menard to attend the meeting remotely; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

Staff Present: Executive Director Hixenbaugh and Superintendent of Parks Behling.

Staff Via Zoom: Superintendent of Business and Communication 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 October 19, 2023; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

There were no comments at this time.

INTRODUCTIONS OF GUESTS AND STAFF

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

APPROVAL OF REGULAR MEETING MINUTES – September 14, 2023

Commissioner Berntsen made a motion to approve the Board meeting minutes of September 14, 2023; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

APPROVAL OF EXECUTIVE SESSION MINUTES – September 14, 2023

Commissioner Berntsen made a motion to approve the Executive Session minutes of September 14, 2023; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

MONTHLY FINANCIAL REPORT – September 2023

Commissioner Berntsen made a motion to accept the September 2023 Financial Report; seconded by Commissioner Tovey.

Highlighted for the Board: \$6666.50 Glen Ellyn developer donation.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List September 2023

Commissioner Berntsen made a motion to approve the Disbursements of September 2023; seconded by Commissioner Tovey.

Highlighted for the Board: NEDSRA non-resident summer inclusion payment.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

DIRECTOR’S AND OPERATIONS REPORT

a.) Director’s Report

- Tree and shrub clearing nearly complete.
- Bid for landscaping and irrigation under New Business.
- DCEO reimbursement is pending.
- Insurance opt out under New Business for the upcoming budget.
- Federal surplus program resolution under New Business.
- NEDSRA awards night.

b.) Business and Communications Report

- Winter/Spring marketing.
- County website issues continue.
- 2-year revenue comparison versus budget.

c.) Recreation Report

- Doggie Dip was successful.
- Polar preparation.
- Trunk or Treat and Blood Drive.

d.) Parks and Facilities Report

- Tennis shed painted.
- Fall decorations.
- ComEd efficiency program.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District was tabled.
- b.) Discussion of Park Security was tabled.
- c.) Discussion of Surveillance Cameras was tabled.
- d.) Discussion of an Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District was tabled.

NEW BUSINESS

- a.) Commissioner Berntsen made a motion to approve the bid from Langton Group in the amount of \$184,360 for the southwest landscaping of the Glenbriar III project.; seconded by Commissioner Tovey.

Commissioner Berntsen subsequently amended the motion to approve the bid from Langton Group in the amount of \$184,359.64 for the southwest landscaping of the Glenbriar III project; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- b.) Commissioner Berntsen made a motion to approve the Year-End Treasurer's Report; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- c.) Commissioner Berntsen made a motion to approve the Bond and Budget Timeline 2024-2025; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- d.) Commissioner Menard made a motion to approve Resolution 23-10-1: A resolution authorizing participation in the State of Illinois Federal Surplus Program; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- e.) Commissioner Berntsen made a motion to approve an increase in the district's insurance opt out amount to \$9500 with the 2024-2025 budget; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

f.) Commissioner Berntsen made a motion to approve the IPAD credentials as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

MOTION TO ADJOURN

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

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____