



## **MINUTES OF DECEMBER 12, 2024 REGULAR BOARD MEETING**

Commissioner Saunderson called the regular board meeting to order at 6:34 p.m.

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

Staff Present: Executive Director Hixenbaugh and Superintendent Behling.

Staff Via Zoom: Superintendent of Recreation Popek and Administrative Coordinator Kelly.

Commissioner Berntsen made a motion to approve virtual meeting attendance for Commissioner Tovey due to a family emergency; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

**AYES:** 4 (Commissioners Menard, Micheli, Berntsen, and Saunderson)

**NAYS:** None

### **APPROVAL OF AGENDA**

Commissioner Berntsen made a motion to approve the Agenda for December 12, 2024; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

**NAYS:** None

### **INTRODUCTIONS OF GUESTS AND STAFF**

None.

### **PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS**

There were no commissioner comments and no public present.

### **APPROVAL OF REGULAR BOARD MEETING MINUTES – November 14, 2024**

Commissioner Berntsen made a motion to approve the regular meeting minutes of November 14, 2024; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

**NAYS:** None

### **MONTHLY FINANCIAL REPORT – November 2024**

Commissioner Berntsen made a motion to accept the November 2024 Financial Report; seconded by Commissioner Micheli.

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 November 2024

Commissioner Berntsen made a motion to approve the Disbursements of November 2024; seconded by Commissioner Micheli.

Highlighted for the Board: Project payments.

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

- There were no questions or comments.

b.) Business and Communications Report

- There were no questions or comments.

c.) Recreation Report

- Polar event was very successful.
- Wintery Wonderland event this week.

d.) Parks and Facilities Report

- No GSA surplus this month.
- Tree planting.
- ADA lift permit for pool submitted.

e.) Committee Report

- None at this time.

### UNFINISHED BUSINESS

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

### NEW BUSINESS

- a.) Commissioner Berntsen made a motion to approve the Tax Levy Ordinance #24-12-1; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

b.) Commissioner Berntsen made a motion to approve the Annual Abatement Ordinance #24-12-2; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

c.) Commissioner Berntsen made a motion to approve the bid from Korellis Roofing, Inc. in the amount of \$91,987.00 for the replacement of the Recreation Center roof.; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

d.) Commissioner Berntsen made a motion to approve Alternate Bid #1 from Korellis Roofing, Inc. for the replacement of the parks and facilities garage roof in the amount of \$6,730.00; seconded by Commissioner Micheli.

Director Hixenbaugh explained that the Alternate Bids were bid as a package with the main project bid.

Upon roll call vote, the motion passed:

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

NAYS: None

e.) Commissioner Berntsen made a motion to approve Alternate Bid #2 from Korellis Roofing, Inc. for the replacement of the Glenbriar picnic shelter in the amount of \$9,643.00; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

f.) Commissioner Micheli made a motion to appoint Commissioner Tovey as LAPD delegate and Commissioner Berntsen as alternate; seconded by Commissioner Menard.

Upon roll call vote, the motion passed:

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

NAYS: None

### MOTION TO ADJOURN

At 6:47 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

PRESIDENT \_\_\_\_\_

BOARD SECRETARY \_\_\_\_\_