

**Burr Ridge Park District
Regular Meeting
January 9, 2017**

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 7:0 pm by Vice President Caplis.

Present:	Board Members: Bergholz, Caplis, Malloy
Absent:	Board Members: Fara, Quigley
Also Present:	Director Jim Pacanowski

APPROVE

January 9, 2017 Agenda

No changes were made to the Agenda.

December 12, 2016 Regular Meeting Minutes

The approval of the December 12, 2016 Regular Meeting Minutes were tabled until the February regular meeting.

December 12, 2016 Executive Session Meeting Minutes

The approval of the December 12, 2016 Executive Session Meeting Minutes were tabled until the February regular meeting.

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks and Recreation

Nothing further added to the written report.

Bergholz asked if Howard Heil had any projects that are currently in process that he would like to have his donation applied to.

Pacanowski responded that several projects were discussed which Heil liked such as planting trees, and benches. He was discussing visiting the playground on a number of occasions and enjoying watching the children playing in the sand. It was then decided to pursue a project with a sand element to use his donation toward. We can also put a placard thanking him for his donation at this play element.

Superintendent of Finance

Nothing further was added to the written report.

Caplis asked where the Taste of Burr Ridge will be held.

Pacanowski responded that the Taste of Burr Ridge would be held at the Community Center.

Bergholz added that only 50 percent of the needed restaurants have committed at this time and Foundation is continuing the pursuit of commitment of the restaurants before setting a firm date.

Recreation Division

In addition to the written report, Pacanowski asked that Board Members glance at the new electronic display of room assignments and upcoming registrations in the lobby.

UNFINISHED BUSINESS

Discuss Property Annexation

Pacanowski presented a report providing the status of the property annexation at Kingery and 91st Street.

Caplis stated that the two residential parcels should not be pursued unless the business parcel needs a forced annexation.

Bergholz asked for a timeline for the annexation.

Pacanowski stated that contact was made with the business parcel in December, they will be in town the last week of January which it is hopeful for a voluntary annexation at that time and will be on the Agenda at the February meeting.

NEW BUSINESS

Adopt Ordinance 17-01 Sale or Disposal Property-2012 Ford Truck

Bergholz moved to Adopt Ordinance 17-01 Sale or Disposal of 2012 Ford Truck, seconded by Malloy and approved by roll call vote.

Ayes: Bergholz, Caplis, Malloy Nays: None Abstain: None

Adopt Ordinance 17-02 Travel & Business Expense Policies and Procedures

Pacanowski stated that due to new laws passed in 2017, an ordinance to regulate reimbursement of travel and expenses is required.

Caplis stated that the travel expenses should be reported as part of all bills. Who would be the authorizing individual for these expenses with the passing of this ordinance?

Pacanowski responded that the expense would need to exceed the budgeted amount.

Caplis stated that the ordinance language states that all travel would need to be authorized regardless of amount.

Bergholz asked if the Ordinance was drawn by the attorney.

Pacanowski replied that the attorney drew up the Ordinance.

Caplis stated that on pages 3 and 4, the language of the Ordinance states that regardless of the amount, the expense would need prior authorization.

Bergholz asked if the act of publishing the budget and approving a budget would be authorization.

Caplis stated that there is no clarification, therefore would the approval be the budget or Pacanowski. The Ordinance doesn't state that it needs to be approved by anyone within the organization. In addition, there is contradiction in the language of "all" and "shall".

Pacanowski responded that the Ordinance can be tabled until further clarification from the attorney.

Ordinance 17-02 Travel & Business Expense Policies and Procedures was tabled until the February meeting.

APPROVAL OF BILLS

Malloy asked for verification of the replacement for the garage door.

Pacanowski said it was replaced due to normal wear and tear of the little league room door in the concession structure.

Malloy asked for verification of water bill for Woods Pool.

Pacanowski responded that it is for the last bill for the season.

Bergholz asked for verification of the fence bill.

Pacanowski responded that the fence is for a number of places. The purchase is for wood which will be used in many areas.

Malloy asked who the Fed Ex delivery is for.

Pacanowski will check and get back to the Board.

Caplis asked for verification of the spreader purchase.

Pacanowski responded that the spreader is for salting operations.

Caplis asked for verification of Ellis Lifeguard Associates.

Pacanowski responded that this is for audits and materials for PDRMA requirements.

Caplis asked for verification of Kuchta Parade Wages.

Pacanowski stated that this is for the Village parade which will be reimbursed.

Caplis asked for verification of zoo lights bill.

Pacanowski responded that the senior trip to Brookfield Zoo was for the zoo lights and the bus met certain height and width requirements and was driven directly through the zoo to see the lights.

Bergholz moved, seconded by Malloy to Approve the January bills.

Ayes: Bergholz, Caplis, Malloy Nays: None Abstain: None

ADJOURNMENT

Malloy moved, seconded by Bergholz and unanimously approved to adjourn the regular meeting at 7:15 pm.

Respectfully submitted,

Sherry Stednitz
Recording Secretary

H/Jamie/board/minutes/brpd minutes 1 9 17