

**Burr Ridge Park District  
Regular Meeting  
September 12, 2016**

**REGULAR MEETING**

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:30 pm by President Quigley.

Present: Board Members: Bergholz, Caplis, Malloy, Quigley  
Absent: Board Members: Fara  
Also Present: Director Jim Pacanowski  
Superintendent of Finance, Jamie Janusz  
Superintendent of Recreation, Lavonne Campbell

**APPROVE**

**September 12, 2016 Agenda**

No changes were made to the Agenda.

**August 8, 2016 Regular Meeting Minutes**

Caplis moved, seconded by Malloy, and approved by roll call vote to approve the August 8, 2016 Regular Meeting Minutes.

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

**August 8, 2016 Executive Session Minutes**

Caplis moved, seconded by Malloy, and approved by roll call vote to approve the August 8, 2016 Executive Session Minutes.

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

**OPEN FORUM**

No Open Forum

**CORRESPONDENCE**

Nothing further added to the written report.

## REPORTS

### Director of Parks and Recreation

In addition to the written report, Pacanowski informed the Board that an update regarding the chlorination system for Woods Pool will be provided by Campbell.

Campbell informed the Board that the contact from Cook County felt that the previous inspector considered both pools as separate when calculating total number of gallons for Woods Pool and the current Inspector considers both pools as a combined number of gallons in the calculation which brings the total number of gallons to 104,000 which is over 100,000 and therefore is in need of a new chlorination system. Cook County feels that the initial estimates for a new chlorination system are high. In addition, there may be some alternative chlorination options available that are less expensive utilizing the tank that is currently in our possession. More estimates will be sought on a new chlorination system, as well as pricing and options for chlorination utilizing the tank and will be reported back to the board at the October board meeting.

Pacanowski notified the Board that the Tot Mountain Bridge is on site. There are some sections that are showing more metal than were shown on the rendering. Only one third of the payment is anticipated to be made at this time until all discrepancies are worked out.

Bergholz asked if the metal was an issue.

Pacanowski responded that there are no structural issues, the metal showing may be worked with roping instead of GFS material.

Caplis asked if PDRMA was notified of the McCullough Park claim in order to go towards a deductible.

Pacanowski stated that PDRMA was not notified.

Janusz stated that each claim has a \$1,000 deductible.

Bergholz asked why the new aerator in Oak Grove was moved to the other side of the pond.

Pacanowski responded that the biochemists chose the best place to put the aerator in.

Bergholz and Malloy prefer the aerator be located in the original location in order for it to be more visible upon entering Harvester Drive.

Pacanowski will investigate having the aerator relocated in the original position next spring.

### Superintendent of Finance

Nothing further added to the written report.

### Recreation Division

In addition to the written report Campbell notified the Board that the Woods Pool other income will increase to \$12,600 due to a 100% rebate for positive audits from PDRMA.

Bergholz thanked the staff for a great job.

Bergholz asked how feedback would be given for ideas for a new program or requests for a new program besides survey monkey which is currently used for programs. Pacanowski responded that program evaluation forms are distributed which specifically asks those questions. In addition, there is a lot of personal interaction at the community center.

Campbell added that there is a lot of personal interaction and since the Burr Ridge Park District is small with in house programs, if a good idea is presented it is implemented immediately. In addition, Campbell attends National Conference to gather ideas as trends usually start in California and Colorado and then slowly head east.

Pacanowski added that in staff meetings ideas are generated on a regular basis. There is not a lot of feedback given from the community, however just recently some feedback for Pickle ball court striping was received through personal interaction.

Malloy asked that staff look into special balls for Pickle ball that are less noisy, as they can become a nuisance.

### **UNFINISHED BUSINESS**

No Unfinished Business

### **NEW BUSINESS**

#### **Review Fall 2016/Winter Spring 2017 Program Budget Summary**

Pacanowski presented a report summarizing the Fall 2016 and Winter/Spring 2016 Program Budget. This report reflects the performance activity from September through May. The Actuals Report for Summer 2016 will be presented at the October Board meeting.

#### **Discuss October 2016 Meeting Date**

Due to National Conference the next Board Meeting will be moved to October 17, 2016 at 6:30 pm.

### **APPROVAL OF BILLS**

Caplis asked for verification a background check for a new employee.

Pacanowski responded that the charge is for background checks for all employees, lifeguards, etc.

Janusz added that the fee is a yearly charge of \$800 which covers each employee background check required.

Malloy asked for verification of cleaning carpets, waxing.

Campbell responded that this cleaning is done at the end of summer and after Christmas break each year.

Bergholz asked for verification of the Tot Mountain Fence fee.

Pacanowski responded that the fee is for the rental of the security fence.

Quigley asked for verification of the fraud charge.

Janusz responded that Pacanowski's and Campbell's MasterCard was compromised when recycled garbage cans were purchased as both cards were needed to cover the cost of the cans. Janusz identified the incorrect charge on the bill.

Quigley asked if the park district was responsible for the \$766 charge.

Janusz responded that the charge was disputed and cancelled. The park district will not be responsible and will be backed out.

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

Ayes: Bergholz, Caplis, Malloy, Quigley

Nays: None

Abstain: None

### **ADJOURN TO EXECUTIVE SESSION**

Malloy moved, seconded by Bergholz, and unanimously approved, to adjourn to the Executive Session For the Purpose of Discussing Potential Litigation at 7:03 pm.

### **RECONVENE REGULAR MEETING**

Malloy moved, seconded by Bergholz and unanimously approved to reconvene the regular meeting at 7:07 pm.

### **ADJOURNMENT**

Malloy moved, seconded by Bergholz and unanimously approved to adjourn the regular meeting at 7:08 pm.

Respectfully submitted,

Sherry Stednitz  
Recording Secretary