

HUNTLEY PARK DISTRICT  
Regular Meeting  
March 18, 2020

President Jerry Nepermann called the meeting to order at 7:04 p.m. Commissioners present included Bill Awe, Jim Blasky (via phone), Keith Wold, and Melissa Kellas. Also present were Thom Palmer (via phone), Laura Pisarcik, Paul Ostrander (via phone), and Scott Crowe.

A motion to approve the agenda was made by Commissioner Wold and seconded by Commissioner Kellas.  
All ayes. Motion carried.

A motion to approve the February 26, 2020 regular Board meeting minutes was made by Commissioner Kellas and seconded by Commissioner Awe.  
All ayes. Motion carried.

A motion to accept the Treasurer's Report as presented was made by Commissioner Kellas and seconded by Commissioner Wold.  
All ayes. Motion carried.

Laura Pisarcik submitted bills, additions, and purchase cards totaling \$232,331.23.

A motion to approve the submitted bills and additions listed above was made by Commissioner Kellas and seconded by Commissioner Awe.

Roll Call: Yes - Kellas, Awe, Nepermann, Wold. No - None. Motion carried.

### **Staff Reports**

The following Department Reports were reviewed:

**Finance & HR:** In addition to Laura Pisarcik's submitted report, Commissioner Awe asked if the Park District intended on looking at amending the budget to reflect the closing and inactivity. Laura replied that they are looking to continue with the budget as prepared, however they understand that they need to monitor and incur only essential expenditures during this time. As they move forward, they will look to make adjustments in order to withstand current financial challenges.

**Parks:** In addition to Paul Ostrander's submitted report, Commissioner Wold commented on the great job that was done on the new boiler installation. Commissioner Wold asked about the turnover in the facilities department and building supervisors. Paul responded by suggesting there had been, but they have hired someone new in the full-time role. Unfortunately, due to closing the facility, they have not started yet. A new part-time staff member, Anna, has been fantastic at cleaning during this time.

**Recreation:** In addition to Scott Crowe's submitted report, Commissioner Wold questioned if the Park District had received any complaints or negative feedback since closing the facility. Scott replied that they had not. The early communication through social media seems to have been clear and Front Desk Staff has only received a few phone calls since that was released. ET participants were not charged for April and depending on how the timeline plays out, the District may prorate if ET begins again. They have refunded for programs that were set to take place during the closing dates. Commissioner Awe asked how closing the facility has affected hiring for part-time staff at the pool. Scott explained that they are continuing the hiring process but are monitoring lifeguard certification. If the closure is extended and they cannot get new lifeguards through their required training, the Park District may have to look at options to appropriately staff the pool or delay opening.

## **New Business**

### **2020 and Appropriation Ordinance**

The combined annual budget and appropriation ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the district may incur in the next budget year. The ordinance must be passed and approved within or before the first quarter of each fiscal year.

A motion to approve the 2020 Budget and Appropriation Ordinance was made by Commissioner Wold and seconded by Commissioner Awe.

Roll Call: Yes -Wold, Awe, Nepermann, Kellas. No - None. Motion carried.

*The Board stated for the record... we, the Park Board of Commissioners, direct the HPD Leadership to take an aggressively conservative approach to capital and operational spending limiting all*

*expenditures to essential products and services only, due to the Covid-19 world pandemic and its effect on the economy.*

### **Paw Fest Variance Request**

Animal House Shelter would like to move their Paw Fest event from their property to Deicke Park again this year. All details of the event have been worked out with staff, but they are seeking approval to serve alcohol at their event. Our board must approve this request before the Village of Huntley can consider their application.

A motion to approve the Animal House Shelter – Paw Fest variances request as presented and requires a completed rental agreement, liquor liability insurance, approval of alcohol sales from the Village of Huntley, and insurance certificate naming the Huntley Park District as additional insured was made by Commissioner Kellas and seconded by Commissioner Awe. All ayes. Motion carried.

Motion to adjourn was made by Commissioner Kellas seconded by Commissioner Wold. All ayes. Motion carried.

Meeting adjourned at 7:35 PM.

These minutes are subject to approval at the next regular business meeting.  
Respectfully submitted,  
Matt Szytz, Recording Secretary