

Crete Park District  
Board of Commissioners  
Meeting Minutes Nov 28, 2018

Meeting was called to order by President J Smith at 7:00 PM.

Roll Call: J Smith, M Smith, L Stawicki and L Johnson

Pledge of Allegiance

**Others Present:** Director Patricia Polzin, Secretary/Treasurer/Finance & Marketing Supt. Therese Hale, Andy Biesterfield, Maintenance Supt.

**M Smith moved and Johnson seconded a motion to approve the regular Minutes from Oct 17, 2018. All Commissioners present voted aye.**

**M Smith moved and Johnson seconded a motion to amend the total bills to \$44,341 and to approve the Accounts Payable, Payroll and Additional Bills. The questions were answered and on a roll call vote, all Commissioners present voted aye.**

**M Smith moved and Johnson seconded a motion to have Stawicki approve bills and payroll for next month prior to the January meeting. All Commissioners present voted aye.**

**Secretary's Report:** Financial Statements were presented. Hale reminded everyone the next meeting is Dec 5 at 4 PM.

**Recreation Report:** Country Christmas is Dec 7, 8 and 9. We will be having a Scavenger Hunt on Dec 7, Indoor Snowball Fight Dec 8 and the Memorial Light Ceremony on Dec 9. We are charging \$5 for the scavenger hunt, but everyone attending will get a gift bag. Check in will be at Crete Park on Main. There will be no Chili Cook Off. Johnson commented on the article about Director Polzin and attended the 60<sup>th</sup> Anniversary at Prairie State College.

**Maintenance Report:** As presented.

**Long Range Report:** The back parking lot of WWPC, the parking lot at Heritage Park and the Bike Trail need to be addressed.

**Personnel/Finance:** Stawicki reported we are closely monitoring expenses and income. A report was presented of actions taken to combat the negative balance and also discussed how salaries are directly related to income. Stawicki attended a staff meeting at the Rotunda. All in attendance enjoyed the building, but commented about no air conditioning. Biesterfeld reported it is over \$3000 to add central air. Stawicki said we need to monitor feedback from the public. Stawicki requested a report on comp and sick time for the last ten years to follow up with roll over.

**Stawicki moved and M Smith seconded a motion to approve Ordinance 18-19-3, An Ordinance for the Levy & Assessment of Taxes for the Crete Park District with corrections as addressed. On a roll call vote, all Commissioners present voted aye.**

**Attorney Report:** None

**Directors Report:** The State of IL has updated Prevailing Wage Rates. Polzin reported SSSRA's Janet Porter has done a great job educating residents. We currently have 4 families participating in our scholarship program. Board asked this be placed on the agenda for January, 2019.

No new information was available regarding the building purchase.

**Presidents Report:** President Smith thanked the staff for a great Acorn Fest.

**New Business:** On Dec 20 at NOON we will have the staff potluck Christmas party. The office will be open throughout and staff will rotate.

Polzin presented recommended changes to the Personnel Policy Manual. Commissioners discussed employee comp time, IMRF and alleviating excessive comp time, therefor, saving the District money. Board tabled the discussion.

Stawicki moved and Johnson seconded a motion to move into executive session regarding Section 2 © (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. All Commissioners present voted aye.

Johnson moved and M Smith seconded a motion to return to regular session at 8:55 PM. Instructions for the Staff holiday were given to Director Polzin.

**M smith moved and Stawicki seconded a motion to adjourn the meeting at 8:52 PM. All Commissioners present voted aye.**