

**Burr Ridge Park District
Regular Meeting
September 14, 2020**

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:36 pm by President Quigley.

Present: Caplis, Fara, Lawrence, Malloy, Quigley
Also present: Jim Pacanowski, Director
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

Approve September 14, 2020 Agenda

No changes were made to the Agenda.

Approve August 17, 2020 Regular Meeting Minutes

Malloy moved, seconded by Fara and approved by roll call vote to Approve the August 17, 2020 Regular Meeting Minutes.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

Approve August 17, 2020 Executive Session Minutes

Malloy moved, seconded by Fara and approved by roll call vote to Approve the August 17, 2020 Executive Session Meeting Minutes.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

Pacanowski had sent an email to program participants inquiring what they liked or didn't like about the program they attended over the summer. There were not a lot of responses, however, the three that came back were informative and appreciative of the programs and staff.

REPORTS

Director of Parks & Recreation

In addition to the written report, Pacanowski stated that new park signs will be ordered soon. Two new signs will be ordered for the Fara Family Park and a Woods Pool sign. Pacanowski inquired whether the Woods Pool sign be changed to Woods Park instead which would be a more accurate description of the property.

Fara stated that the signs should have a Woods Park sign to more accurately describe the facility.

Lawrence stated that there will be opposition to a sign stating Woods Park replacing Woods Pool especially after a summer without a pool season. Would it be possible to retain the Woods Pool sign and add a Woods Park sign?

Pacanowski stated that the two different signs was the intent. One will say Woods Pool on the building's front entrance, the other Woods Park.

There was unanimous consent to the signage of 2 different signs at Woods Pool / Park.

Superintendent of Finance

In addition to the written report, Janusz explained that DuPage County will give a reimbursement for COVID-19 expenses through an Intergovernmental Agreement that has received government funds through the stimulus, however, no reimbursement will be given from Cook County.

Janusz will hand deliver documents for petitions from the County for re-election for Patti Malloy and Rob Quigley as signatures can be collected starting on September 22nd. The deadline is the middle of December.

Fara questioned if the Village is willing to disburse any of the \$30,000 they received from Cook County to other governmental agencies, including us.

Recreation Division

In addition to the written report, Campbell notified the Board that preschool started last week and is going well. The senior yoga class was added in Room F&G. When on the mat participants can perform yoga without a mask. An outdoor yoga class was also added outdoors and is also going well.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Discuss Appointment of Upcoming Vacant Park Commissioner Position

Pacanowski asked for any comments or changes to the written report.

Fara asked if there is a limitation as to what questions Board Members can ask a potential candidate.

Pacanowski responded that there is not a limitation to the questions asked.

Discuss Installation of Air Purification System at Burr Ridge Community Center

Pacanowski had several zoom calls with the HVAC service contractor regarding ways in which to improve the air quality for COVID mitigation by installing an air purification system at the Community Center. Two proposals were submitted and are reported in the written report. Pacanowski recommends the ion purification system be purchased at \$13,000 as there is room in the budget.

Caplis asked if it works.

Pacanowski responded that it does work as it significantly weakens viruses by eliminating hydrogen molecules which make up the outer shell of viruses including COVID-19 according to testing results.

Lawrence asked about how the air is treated.

Pacanowski responded that it is working on a 24/7 basis when temperature control is activated.

Malloy asked if it worked when the air conditioning is on?

Pacanowski responded that it is working on a 24/7 basis when temperature control is demanded.

Caplis asked if the purification system is cleaned through the regular company.

Lawrence asked if the purification system will create more cleaning and maintenance requirements.

Pacanowski responded that it is cleaned through regular maintenance by the company but actually requires very little maintenance.

Quigley asked if electrical is currently sufficient to support the purification system.

Pacanowski responded that it is sufficient.

Caplis stated that the maintenance cost for the UV system was high.

Pacanowski stated that the UV system maintenance was for the bulb replacement.

Pacanowski will ask more questions regarding the maintenance of the Ionization system.

Future Capital Improvement Discussion

Pacanowski stated that current and near future pandemic conditions could actually be providing very favorable conditions for refinancing at this time. With a working figure of \$1.7 million, information was reviewed detailing required expenditures approaching that sum over the next 5 years. Additionally, information on a potential grant project was referenced. It would be very difficult to receive a grant for just a playground replacement, regardless of its quality. No final decisions will be made tonight. We will have a presentation by the bond advisor next month. The current rate represents the lowest rate we have ever experienced.

Caplis asked about one of the chart entries from the distributed information, and that inquiry will be made again during next month's presentation.

Fara asked for details on the Technology Fund.

Janusz responded that \$20,000 is for the lease of the copy machine including the toner and maintenance. Personal computers are budgeted on a staggered replacement scheduled every 5 years along with the server. Regular maintenance and repairs come out of Operating Funds.

Fara asked what is in the contractual capital assessment.

Pacanowski responded that since the park district does not own its own fleet and maintenance equipment, depreciation costs on the services contract can be shifted to capital.

Caplis asked if this includes the labor for Andy's Landscape?

Janusz responded that for instance if Andy's Landscaping mower fell apart and work need to be done to install parts over the winter, all the expenses would be a Burr Ridge Park District Operating cost. You can take that cost from the Operating Fund and move it into Capital so that it doesn't affect the Operating Fund. It is a simple journal entry.

Fara would like to see a survey of all lighting in order to invest into LED in order to reduce electric bills.

Pacanowski responded that a ball field switch to LED, would be a significant cost as infrastructure would have to be switched out and replaced.

The Community Center is another issue.

Adopt Intergovernmental Agreement for Participation in DuPage County Covid-19 Reimbursement Program

Caplis moved to Adopt Intergovernmental Agreement for Participation in DuPage County Covid-19 Reimbursement Program, seconded by Lawrence and approved by roll call vote.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

APPROVAL OF BILLS

Caplis asked for verification of a Home Depot spreader.

Pacanowski responded that this was for a spreader that is used for both salt and also seed.

Caplis asked for verification of Soccer Shots check for \$70.40.

Campbell responded that they are a contractor. The park district takes in the entire fee and then pays them 20% for their portion of the revenue.

Malloy moved, seconded by Lawrence and approved by roll call vote to Approve September bills.

Ayes: Caplis, Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

ADJOURNMENT

Malloy moved, seconded by Fara and unanimously approved to adjourn the Regular Meeting at 7:23 pm. Motion approved all ayes.

Respectfully submitted,

Sherry Stednitz Recording
Secretary