Meeting Minutes for 5-20-20

Meeting via ZOOM called to order at 6:32 pm. Present were Gary Reaman Ashley Luft, Brian Brucato and Lindsey Hoekstra. Matt Sandstrom was absent.

Public comment began with Carmen Huizenga from SKDO Accounting, giving a rundown of upcoming budget, accounting for the challenges ahead; post-pandemic.

Consent Agenda began with approval of the previous meetings minutes and the bills payable. A motion was made, seconded and voted unanimously to approve the meeting minutes from the April 2020 Special meeting. Motion passed. A motion was made, seconded and voted unanimously to approve the meeting minutes from the February 2020 Regular meeting. Motion passed.

Staff report from Ann Cobb began with the video and photographs that were sent, but not received by Local Law Enforcement of a barrier breach at the underpass. Follow up would go forward. Weather was making regular maintenance challenging and staff took time off instead of doing indoor maintenance tasks. A free pivot marketing course by the Kankakee County Tourism Board and ideas for revenue replacement due to the pandemic were made by the staff. Contact was made with J.U.L.I.E. to get dig numbers for all the excavation projects. Signs, benches and the merry-go-round are the current projects planned. Consultations appointments with professionals were made to make sure that our processes are correct for our staff to move forward. Mrs. Hoekstra said that her spouse would be taking care of all aspects of the merry-go-round installation including contacting J.U.L.I.E. Weather hindered the installation of the signs, but work would proceed when weather allowed. Water would be turned on in time for Mains Street to hang the flowers on the bridge and the restrooms would be open. Photos of the well pit on the East end were shown and repair work outlined. The pavilion barriers were being breeched on a regular basis, requiring repairs regularly. Flooding cleanup is ongoing as the water receding allows. Downed trees and damage to other foliage and bushes were cleared after the storms at Island Park and the Boat launch were cleared. Water damage to other parks was significant. Some were corrected quickly and some will take more planning. The sign project materials which were ordered in 2019 were received and installation would take place as the weather allowed. New maintenance issues arose due to the lack of traffic of all kinds during the shutdown. Working with Main Street to schedule the flower basket hanging on the bridge was ongoing as well as scheduling the plumber to turn on the water for the flowers and the restrooms.

Gary Reaman suggested a Car Parade though Momence. A discussion regarding opening the playground equipment a week ahead of the state opening was brought forth. After discussion, it was decided to wait the week for the State to allow gathering of 10 or more people. He asked for volunteer hours from the Board members to help with park upkeep and to lessen the hours of the staff for cost savings. It was asked that the list be posted of tasks that Board members could help with. Brian Brucato asked where the playground mulch was purchased from. A discussion about opening for rentals and rentals that are still on the books and the parameters set forth were to be followed. It was decided that guidelines would be followed. Ashley Luft asked for an explanation of the change in the trash collection vendor. Explanation and discussion was brief. Prioritization of tasks and limiting hours was addressed and how time was being spent working were questioned and time management techniques were questioned. A motion was made, seconded and voted unanimously to enter into a closed Executive session. Motion passed.

Upon return to regular session, it was decided in the closed session that no cap would be placed on employee hours; check lists along with written reports that are in place would be carefully reviewed and a written reprimand would be placed in the employee file of Ann Cobb.

A motion was made, seconded and voted unanimously to adjourn the meeting. Ashley Luft said that she thought that the bills payable had not been done in the consent agenda portion of the meeting. To make sure it was covered a motion was made, seconded and voted unanimously to approve the bills as presented for May. Motion passed.

A motion was again made, seconded and voted unanimously to adjourn the meeting. Motion passed.

Meeting adjourned at 8:15 pm.