

Proposed
**BARRINGTON PARK DISTRICT
BOARD MEETING MINUTES
DECEMBER 16, 2019**

- I. The Board of Park Commissioners, Barrington Park District, Lake and Cook Counties, Illinois, held a Board meeting at Langendorf Park, 235 Lions Drive, called to order at 6:48 p.m. by President Hovde.

- II. ROLL CALL
Commissioners present: Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark. **Absent:** Commissioner Jon Stickney. **Staff Present:** Executive Director Terry Jennings, Attorney Sue Jantorni, Supt. Sue Mayer, and Recording Secretary Janet McKay.

- III. APPROVAL OF AGENDA
MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve the agenda as posted. Voice vote, all in favor. MOTION CARRIED

- IV. MINUTES
A. Finance Committee Meeting Minutes– November 18, 2019
MOTION was made by Commissioner Knapik, seconded by Commissioner Lundmark, to approve the November 18, 2019 Finance Committee minutes as submitted.
Voice vote, all in favor. MOTION CARRIED

B. Board Meeting Minutes – November 18, 2019
MOTION was made by Commissioner Lundmark, seconded by Commissioner Knapik, to approve the November 18, 2019 Board meeting minutes as submitted. Voice vote, all in favor.
MOTION CARRIED

- V. CONSENT AGENDA (Attached)
MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve the consent agenda for December 16, 2019 as posted.
Upon roll call:
AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.
ABSENT: 1 Commissioner Jon Stickney.
NAYS: 0
MOTION CARRIED

- VI. PUBLIC COMMENT - None

- VII. UNFINISHED BUSINESS
A. Ordinance 2019-D Tax Levy
MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve Ordinance 2019-D, for 2019 tax levy in the total amount of \$5,465,393.00.
Upon roll call:
AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.
NAYS: 0
MOTION CARRIED

VIII. NEW BUSINESS

A. 2020 Park Board Meeting Calendar

The 2020 calendar for the Finance Committee and Regular Board meetings was reviewed. All meetings will take place on the third Monday of each month with the Finance meeting starting at 6:30 p.m. and the Regular Board starting at 6:45 p.m. with the exception of the January meeting, which will be held on January 13 to ensure a quorum.

MOTION was made by Commissioner Knapik, seconded by Commissioner Lundmark, to accept the 2020 meeting calendar as presented.

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

B. Executive Director One Year Rollover

MOTION was made by Commissioner Knapik, seconded by Commissioner Lundmark, to approve one-year contract roll over for the Executive Director.

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

C. 2020 Proposed Annual Merit Increase

MOTION was made by Commissioner Lundmark, seconded by Commissioner Knapik, to approve an annual merit increase for staff in an amount not to exceed 3.5%.

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

D. Stuckey Construction Final Payout - Aquatic Filtration Project

Supt. Mayer reviewed her memorandum dated today that detailed Stuckey Construction Company's final application and certificate for payment, Request #2. This payment will close out the entire project and will be the final payout.

MOTION was made by Commissioner Lundmark, seconded by Commissioner Knapik, to approve the final Aqualusion Filtration System Renovation- Filtration System Installation payment to Stuckey Construction Company, Inc., in the amount of \$16,522.00

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

E. IAPD Credentials Certificate

MOTION was made by Commissioner Hovde, seconded by Commissioner Knapik, to appoint Commissioner Jon Stickney as the Barrington Park District delegate and authorize him to represent the Barrington Park District at the IAPD/IPRA conference on January 23-25, 2020, and to authorize the signing of the Credentials Certificate.

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

F. PT 1.18 Alcohol and Drug Abuse Policy

Supt. Mayer addressed the recommended changes to the Alcohol and Drug Abuse Policy for both full-time and part-time employees, which was initiated by the legalization of recreational cannabis effective January 1, 2020, and answered questions.

MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve the revisions to Policy Manual 1.18 Alcohol and Drug Abuse Policy for part-time employees.

Voice vote, all in favor. MOTION CARRIED Voice vote, all in favor. MOTION CARRIED

G. FT 1.18 Alcohol and Drug Abuse Policy

MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve the revisions to Policy Manual 1.18 Alcohol and Drug Abuse Policy for full-time employees.

Voice vote, all in favor. MOTION CARRIED

H. Bill Knapik President Pro Tem

MOTION was made by Commissioner Lundmark, seconded by Commissioner Garry, to appoint Commissioner Bill Knapik as President Pro Tem in President Hovde's absence.

Voice vote, all in favor. MOTION CARRIED

IX. COMMISSIONER COMMITTEE REPORT

A. Recreation Committee - No meeting.

B. Long Range Planning Committee - No meeting.

C. Building & Grounds Committee - No meeting.

D. Policy Committee - Met to discuss policies regarding legal cannabis effective 1/1/20.

Attorney Jantorni provided an update on new legislation regarding sexual harassment that will include elected officials. Staff will be working on this policy with more information to come.

X. DIRECTOR'S REPORT

Director Jennings provided an update on various park departments, activities, and the master plan. She would like the board to meet as a Committee of the Whole to review what Hitchcock Design so far has proposed for the master plan. Coordinator of Parks and Facilities Steve Nightingale is retiring after 37 years. Director Jennings reviewed a chart showing the range of 2020 hourly wage increases due to the required increase in minimum wage and discussed their plan to comply with the law. She will review options to fund the increases at the March budget discussion.

XI. CORRESPONDENCE - None

XII. EXECUTIVE SESSION

MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to adjourn the Regular Board meeting and enter Executive Session at 7:21 p.m. to discuss Litigation, Personnel, and Real Estate/Land Acquisition. Voice vote, all in favor. MOTION CARRIED

XIII. ACTION DUE TO EXECUTIVE SESSION MATTERS

The Regular Session reconvened at 7:52 p.m. with a quorum present. No action had been taken in Executive Session.

MOTION was made by Commissioner Garry, seconded by Commissioner Knapik, to approve a 4% salary increase for Director Jennings.

Upon roll call:

AYES: 4 Commissioners Christine Garry, Linda Hovde, Bill Knapik, and Jim Lundmark.

ABSENT: 1 Commissioner Jon Stickney.

NAYS: 0

MOTION CARRIED

XIV. ADJOURNMENT

MOTION was made by Commissioner Knapik, seconded by Commissioner Lundmark, to adjourn the Regular Board meeting at 7:37 p.m.

Voice vote, all in favor. MOTION CARRIED

Respectfully submitted by Janet McKay

Approved: