

**Wildwood Park District  
Regular Board Meeting  
Monday, March 16, 2020 at 7:00pm  
Rule House, 33325 N. Sears Blvd.**

**Minutes**

- I. Call to Order:** The meeting was called to order at 7:02pm. The Pledge of Allegiance was recited.
- II. Roll Call**  
**Present:** Commissioners Anna Nelson, Matt Brueck, Becky Jante,  
**Absent:** Commissioner Dan Bundalo
- Park District Staff Present:** Brandon Magnini, Recreation Supervisor  
Zach Saulmon, Maintenance Supervisor
- III. Approval of Agenda**  
Commissioner Nelson made a motion to add Executive Session regarding the resignation of a Board Member to the Agenda of the Regular Board meeting of Monday, March 16<sup>th</sup>, 2020. Commissioner Brueck seconded the motion. All in favor, motion carried.
- IV. Approval of Minutes**  
Commissioner Brueck moved to approve the minutes of the Monday, February 24<sup>th</sup>, 2020 Regular Board meeting. Commissioner Nelson seconded the motion. All in favor, motion carried.
- V. Public Comment**  
No public comment
- VI. Financial Report**  
Kathy Atkins gave the financial report. Commissioner Brueck asked Kathy Atkins if you don't put out an allocation for grants, that you cannot receive any based on a handout Kathy provided the Board and if the Park District should have a specific line-item in the budget for allocation of grant money. Commissioner Nelson stated Kathy completed the Budget and Appropriation document that details where that money would be appropriated. Commissioner Brueck was satisfied with the answer.
- VII. WSRA**  
Commissioner Nelson stated there was a meeting March 9<sup>th</sup>. They reviewed a rough draft of the WSRA budget at the meeting. The next meeting will be on May 11<sup>th</sup>.
- VIII. GLCC**  
Commissioner Brueck stated that there was a meeting March 5<sup>th</sup>. Next meeting is April 9<sup>th</sup> at 5pm. He stated the committee agreed to move forward with weed control for the year using Clark. They will do a survey this spring and determine how many acres are to be treated. In November, there was fish docking with 333 small mouth bass, and 530 6"-8" walleye.
- IX. Valley Lake**  
Commissioner Bundalo was absent. No report to make.

**X. Valley Lake Shoreline Restoration Committee Report**

Commissioner Nelson said they are continuing to gather more information at this time.

**XI. Staff Reports**

**A. Recreation:** The Recreation Supervisor report was read. After discussion, it was decided that the Park District would close through April 6<sup>th</sup> (based on the governor's executive order) and that preschool parents would not have to pay for any class that was missed during Park District closure).

**B. Maintenance:** The Maintenance Supervisor report was read.

**XII. Unfinished Business**

**A. Rip Rap Installation Research**

Commissioner Jante stated that the Park District needs to use the \$600 remaining in grant allotted for the new Rip Rap by the end of June.

**B. Valley Lake Drain**

Commissioner Jante stated that the Park District does not need a permit to add rip rap around the drain in conjunction with Amy Sarver of Warren Highway Commission. The rip rap will go from the edge of the private property to the other side of the pool where erosion is present.

**C. Sunset Beach Seawall**

Commissioner Jante stated that the Park District issued a check (less 10%) to McHenry Piers. When the weather changes, they will come back out and implement a coffer dam and add concrete to either side to shore up the open holes in the grounds to complete the project.

**D. FY 2020-2021 Tentative Budget**

Commissioner Nelson made a motion to approve the tentative budget for the FY of 2020-2021 Ordinance Number 20-04-01. Commissioner Brueck seconded the motion. Roll call, Becky Jante, aye, Anna Nelson, aye, Matt Brueck, aye. All in favor, motion carried.

**E. Full-Time Staff Vacation/PTO Policy Updates**

Commissioner Jante is in the process of passing on policy to attorney for review.

Commissioner Jante stated she would work with Recreation Supervisor Brandon Magnini to format policy into a professional looking document (policy approved at February 24<sup>th</sup> Board Meeting) to send to attorney in next several weeks.

**F. Banking**

Kathy Atkins stated that she spoke with State Bank of the Lakes and that they required all check signers to fill out forms to get the new checks to the Park District. Discussion.

**G. Equipment**

Commissioner Jante asked Maintenance Supervisor Zach Saulmon where he was on pending equipment purchases. Maintenance Supervisor Zach Saulmon replied the new zero-turn mower would be delivered next week. He also stated he was looking for a new trailer to purchase for the maintenance team. Discussion.

**XIII. New Business**

**A. Willow Point Piers**

Commissioner Jante stated the Lions Club would be assisting the Park District in the purchase of new piers at Willow Point Park with Maintenance Supervisor Zach Saulmon stating the first week of May 2020 is slated for the installation of the new piers. Discussion. Commissioner Brueck moved that Capital Improvements are moved up to \$60,000.00 to reflect that the Park District will be receiving money/reimbursed for the piers. Commissioner Nelson seconded the motion. Roll call Becky Jante aye, Matt Brueck aye, Anna Nelson aye, motion carries. All in favor, motion carried.

#### **XIV. Executive Session**

Commissioner Nelson made a motion to enter Executive Session at 7:45pm. Commissioner Brueck seconded the motion. All in favor, motion carried. Discussion. Commissioner Brueck made a motion to adjourn the Executive Session and move back into the Regular Board Meeting. Commissioner Nelson seconded. Roll call, all in favor, motion carried. Executive Session ended at 8:00pm. Commissioner Nelson made a motion to replace Commissioner David Rupp and find a replacement for his position beginning with a posting on the Park District website April 6<sup>th</sup> – or when the office reopens; as well as taking applications for the role until April 17<sup>th</sup> and conducting interviews and making an appointment at that stage. Commissioner Brueck seconded the motion. All in favor, motion carried.

#### **XV. Public Comment**

No additional questions or comments.

#### **XVI. Adjournment**

Commissioner Nelson made a motion to adjourn the Regular Board meeting of Monday, March 16<sup>th</sup>, 2020 at 8:05pm. Commissioner Brueck seconded. All in favor, motion carried. Meeting adjourned.

  
\_\_\_\_\_  
Secretary  
Board of Park Commissioners

5/5/2020  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President  
Board of Park Commissioners

5-5-20  
\_\_\_\_\_  
Date