

Frankfort Square Park District
Board Meeting Minutes
May 10, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Junior High School, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - absent; A. Kamm - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Additions to the agenda were noted.

IV J. Barker took the oath of office from R. Denton; J. Barker administered the oath of office to J. Petrulis and T. Leidolph.

V Approval of the April 26, 1979 Minutes

Motion No. 79-1 was made by T. Leidolph to approve the minutes of the April 26 meeting with the following corrections:

Under IV, Accounts Payable Approval, the invoice from J. P. Martin amounted to \$9,403.20. Under VI, Committee Reports, No. 2, Recreation, R. Denton voted yes to motion no. 78-402. Also, No. 6, Public Relations, the tentative date for the newsletter will be either July or August. Under No. 2, Recreation, b.: Sandra Young's salary of \$8.00 per hour was not approved. Charlotte King's salary of \$4.50 per hour was established. Under Old Business, No. 1, thank you letters will be sent to James Gayle and Jerry Kapps for their support of the park donation ordinance. Motion was seconded by J. Petrulis and carried unanimously.

VI Treasurer's Report

1. Motion No. 79-2 was made by P. Wolfe to approve the Accounts Payable listing for April 26, 1979 in the amount of \$1,609.85. Motion was seconded by T. Leidolph and carried unanimously. A motion was made by P. Wolfe to approve the J. P. Martin invoice covering playground equipment in the amount of \$9,403.20. Motion tabled for clarification.
2. Motion No. 79-3 was made by J. Barker to approve the Treasurer's Report for the period ending 4-30-79. Motion was seconded by T. Leidolph and carried unanimously.

VII Legal Report

1. Pine Hill Property: Mr. Hutchison stated that H-R offered to deed the property now if we could wait about three months for the grading. It was decided to accept the property after it was completely graded.
2. Condemnation Proceedings: Motion No. 79-4 was made by R. Denton to adopt Ordinance No. 26, giving authority to the F.S.P.D. to make an offer on a certain parcel of land to be used as a park site and to execute certain documents of the Illinois Dept. of Conservation with regard to a financial grant for the purchase of said parcel of land. This ordinance also gives Mr. Hutchison the authority to institute condemnation proceedings. Motion was seconded by J. Petrulis and carried unanimously.

VIII Committee Reports

1. Maintenance

- a. Summer Employees: Motion No. 79-5 was made by A. Kamm to hire the following persons for maintenance work:

- 1. E. J. Harper - \$4.00 per hour (foreman)
- 2. Greg Horton - \$3.50 per hour
- 3. Michael Williams - \$3.50 per hour
- 4. Robert Massey - \$3.50 per hour

The above will be starting work on weekends beginning May 19. Motion was seconded by T. Leidolph and carried unanimously.

- b. Motion No. 79-6 was made by A. Kamm to appropriate up to \$50.00 covering the purchase of T-shirts with stencil for maintenance personnel (16 shirts). Motion was seconded by P. Wolfe and carried unanimously.

2. Recreation

- a. Motion No. 79-7 was made by R. Denton to adopt Diane Veltman's telephone number (3524) as the F.S.P.D. number and assume charges incurred by her in securing a new number. Until the park district office is completed, both numbers will be handled in her home, and a credit card charged to 3524 will be used for excessive calls.
- b. The format for the summer brochure was discussed. Dennis O'Brien will bring several logo designs for consideration at the next meeting. The brochure should be completed by the printer on June 15 for distribution the following day. Registration dates have been set for June 18, 19 and 20, from 10:00 am. to 1:00 p.m. and 6:00 p.m. to 8:00 p.m. Dennis O'Brien also discussed a tennis program to be started after the courts are completed, and a family swim program at Camp Manitouqua to cost \$22.00 per family for the season.

3. Planning

- a. So. Park - R. Denton reported that the State will reimburse 32% of the appraisal of \$52,700, or \$17,000.
- b. Circle 8 Building - The construction materials are ready to be shipped. However, Dennis Persic's bid will increase due to the incorrect shop drawings considered by him in his original bid.
- c. Park Development Progress - H-R has not yet began the grading on the Summit Hill park site. An article on the delays should be in this Sunday's Star.
- d. Indian Trail park site - It was reported that adjoining residents have started gardens on the school property. It was determined to notify the School District of this encroachment. It was brought out that Martin Landscaping is responsible for any damage to playground equipment until the final inspection by the park district. Also, A. Kamm stated that he noticed a cracked beam on the Indian Trail playground equipment.

VIII Committee Reports Cont'd.

4. Financial

1. 1978-79 Audit - P. Wolfe reported that an audit is necessary due to the increased expenditures from the bond referendum.
2. Motion No. 79-8 was made by J. Petrulis to approve the draft of the 1979-80 budget in the amount of \$78,050.00. Motion was seconded by E. Denton and carried unanimously. Formal adoption to take place at the June 14 meeting.

5. Lincoln-way Coop.

It was reported that Frankfort Park District opposed the budget.

6. Public Relations

A newsletter will be included with the summer program brochure. It was requested that rules of park conduct be included in the letter.

7. School Board

J. Barker met with Mr. Fonti and Mr. Rogus to discuss content of the present lease agreement. Some of the points discussed included: 1) It was agreed that the school would use the grounds until 5:00 p.m. If they needed the facilities after 5:00 p.m., they must request the dates up to two weeks before. 2) The school would maintain grass areas surrounding the school building; the park district would maintain all other areas. 3) The school would maintain school apparatus, the park district would maintain their own apparatus. 4) The school and park districts would share the use of equipment to avoid purchase of duplicate equipment.

IX Old Business

1. Since the Park District cannot use the school for their summer meetings, the June 14 meeting is tentatively scheduled to take place at the circle 8 building.
2. Motion No. 79-9 was made by P. Wolfe to approve the amount of \$2,816.61 covering A.R.C. Associate's May billing. Motion was seconded by J. Petrulis and carried unanimously.

X New Business

1. Board Re-organization - R. Denton was elected President and P. Wolfe was elected Vice-President. Motion No. 79-10 was made by R. Denton to re-appoint J. Barker as Secretary. Motion was seconded by J. Petrulis and carried unanimously. Other committee assignments to be made at the May 24 meeting.
2. J. Barker was authorized to gather costs on the purchase of a refrigerator-freezer for the concession stand.

- XI Adjournment - Motion No. 79-11 was made by J. Barker to adjourn at 10:15 p.m. Motion was seconded by J. Petrulis and carried unanimously.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
May 31, 1979

The following are minutes of the postponed May 24 meeting of the Frankfort Square Park District held at Summit Hill Junior High, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present,
A. Kamm - present, T. Leidolph - present, J. Petrulis - absent,
and P. Wolfe - present.

III J. Barker administered the oath of office to R. Flynn.

IV Approval of the May 10, 1979 Minutes

Motion No. 79-12 was made by A. Kamm, seconded by R. Flynn to approve the minutes of the May 10 meeting with the following correction: Under Committee Reports, No. 7, School Board, the School District must request usage of the grounds at a minimum of two weeks before date needed. Motion carried unanimously.

V Accounts Payable Approval

Motion No. 79-13 was made by P. Wolfe, seconded by R. Flynn to approve the Accounts Payable Listing for May 24, 1979 in the amount of \$1,391.29, and the C.D.F. listing in the amount of \$12,219.81. Motion carried unanimously.

VI Committee Reports

1. Maintenance

A. Kamm stated that a clutch adjustment was necessary on the mower.

Motion No. 79-14 was made by A. Kamm, seconded by R. Flynn to appropriate up to \$60.00 to cover the cost of the maintenance tee shirts, rather than the previously appropriated \$50.00. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes. Motion carried.

A letter was read from Baird & Warner, representatives of the Court Homes of Frankfort Square, bringing the Park District's attention to the weed problem at the pond. A. Kamm stated that the area has not been sprayed, and the area must be free from traffic for 24 hours after the weed treatment. R. Denton stated that spraying costs should be determined for consideration.

2. Recreation

Mr. O'Brien passed around a proof of the Summer Brochure for corrections. Some of the special events planned are a trip to Ravinia, a swim party at Camp Manitouqua, a Sox game and a trip to Chicago Fest. The Summer Fun program will be intended for children entering Kindergarden through 4th grade, 17 sessions for \$12.00.

Motion No. 79-15 was made by T. Leidolph to purchase 50 tickets for the Ravinia concert at \$400.00. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes. Motion carried.

VI Committee Reports Cont'd.

2. Recreation Cont'd.

Tickets for the White Sox game will cost \$3.00 each. Bus transportation will cost \$2.00 each person. Motion No. 79-16 was made by T. Leidolph, seconded by R. Flynn to purchase 44 tickets at \$3.00 each or \$132.00. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes. Motion carried.

An evening of horse racing is planned at Balmoral at a cost of \$7.00. This includes bus transportation, chicken box lunch and reserved seat in the grandstand.

D. O'Brien stated that he has made arrangements with Lincoln-way East to use two of their tennis courts for the summer program until the new courts are completed.

D. O'Brien submitted an invoice in the amount of \$20.00 for the cover design on the Summer and Fall brochure.

Due to conflicts in the scheduling of the ball fields now being utilized, the Recreation Committee was requested to work out new scheduling to accommodate all the teams.

Motion No. 79-17 was made by P. Wolfe, seconded by R. Flynn to approve the contract with the South Suburban Officials Association covering umpire fees for men's softball in the amount of \$329.00. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes. Motion carried.

3. Planning

Motion No. 79-18 was made by P. Wolfe to appropriate up to \$2,000.00 to finish grading at Summit Hill and Indian Trail fields since Hoffman Group has failed to do so. Motion was seconded by R. Flynn. The vote went as follows: J. Barker - yes, R. Denton - yes, R. Flynn - yes, A. Kamm - pass, T. Leidolph - yes, P. Wolfe - yes. Motion carried. This will be paid out of Capital Development funds. It was brought out that grading was not included in the landscaping contract for Indian Trail field. Hoffman Group is responsible for grading before Martin Landscaping can put in the clay infield. Mr. Griffin from Hoffman Group has offered to pay \$3,200 for seeding of the two sites. They feel the sites have been graded properly. It was concluded that the sites were "rough graded", but must have more finishing before the landscaper can come in.

A.R.C. has arranged for Gallagher Excavating to work on the Summit Hill field this Saturday and Indian Trail on Monday.

It was suggested that the school district be back-charged for costs over \$3,200 covering the grading and seeding of the two fields. This is based on the agreement the school district has with H-R to properly grade and seed the two fields. However, since H-R feels they have satisfied the grading requirement, this action may not be justified. Mr. Rogus who was present in this portion of the meeting, agreed to go over cost estimates with H-R on Friday to determine if the \$3,200 payment is adequate.

VI Committee Reports Cont'd.

3. Planning Cont'd.

At this point, several fencing discrepancies were discussed with Cynthia Montague and John Brown at Summit Hill and Indian Trail.

Cynthia stated that J.M. Crist is presently working on an old job and should start work on June 5 with a completion date of June 15. Also, Fulton Contracting has ordered the lighting poles to be delivered in one month. It was requested that Commonwealth Edison be contacted to arrange any installation requirements on their part. Kay Jay Construction also have another job to complete; should begin work on the building this weekend or Monday. Completion time - 3 weeks.

A letter was read from Will County Regional Planning requesting our future development plans.

Hood at Kingston - tabled.

4. Financial

The revised 1980 budget was retyped with changes incorporated at the May 10 meeting.

5. Public Relations

J. Barker presented a logo for consideration. An article appeared in last Sunday's Star concerning H-R's hold-up of park development. It was requested that a mailing list for brochures be kept since at least 50 homes are without mail boxes.

VII Legal

Mr. Hutchison went over the school district lease changes. He felt the language concerning the Park District's use of play areas in the summer be changed because of summer school. Also, he felt the school district should maintain their apparatus and building. The janitorial work should be left out of the lease. School areas should be further described. The school must contact us to cancel a program scheduled in the building.

The condemnation suit to be filed tomorrow. It was brought out that homeowners at 274 and 276 Laurel may have placed gardens on park property. Mr. Hutchison was requested to secure the legal plots from H-R to determine the property lines.

The pond area at Hickory Creek needs to be re-seeded and graded. Tom Johnson, an H-R representative, indicated to R. Denton that this work was needed.

VIII New Business

1. Committee Appointments - R. Denton made the following appointments:
Zoning - J. Petrulis and T. Leidolph, Financial - J. Barker and P. Wolfe, Recreation - T. Leidolph and R. Flynn, Building and Grounds - P. Wolfe, A. Kamm, and J. Petrulis, Coop. - A. Kamm and R. Flynn, Public Relations - J. Barker. Committee meeting dates should be established (at least once a month). Any new business should be brought before the committee concerned. Reports from the committee meetings to be attached to the minutes.

VIII New Business Cont'd.

2. Agenda - If an item is not listed on the agenda, the item of business will be tabled until the next meeting.
3. R. Denton suggested that the Board look into writing our own grant application to develop the North 40.
4. In fiscal year 1980, we should look into hiring a full time superintendent, mainly for maintenance.
5. Motion No. 79-19 was made by T. Leidolph to hire Wendy McClellan to act as umpire for Girl's softball at \$7.00 per game. Motion was seconded by A. Kamm and carried unanimously.
6. The next Board meeting (June 14) to be held at Frankfort Square School, as well as subsequent meetings, until the building is completed.

IX Adjournment

Motion No. 79-20 was made by J. Barker to adjourn at 11:15 p.m. Motion was seconded by A. Kamm and carried unanimously.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
June 14, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Frankfort Square School, Frankfort, Illinois.

I Meeting called to order at 8:10 p.m.

II Roll Call: R. Denton - present, J. Barker - present, R. Flynn - late, A. Kamm - absent, T. Leidolph - present, J. Petrulis - present, P. Wolfe - present.

III May 31, 1979 Minutes: Motion No. 79-21 was made by P. Wolfe, seconded by J. Barker to approve the minutes of the May 31 meeting. Motion carried unanimously.

IV Treasurer's Report

1. Treasurer's Report was accepted pending audit.
2. Accounts Payable Listing - Motion No. 79-22 was made by J. Barker, seconded by T. Leidolph to approve the accounts payable listing for \$1,909.95, and the CDF listing for \$344.72. A check in the amount of \$114.07 was approved covering postage paid by D. O'Brien for the Summer brochure. Motion carried unanimously.

V Committee Reports - Planning

1. Circle 8 Building & Concession: It was reported that the building would be delivered next week, with completion set for approximately July 4. Concession equipment (freezer and ice maker) purchases were discussed by J. Barker and two representatives from the Mother's Club. J. Barker asked Dr. Casky if the counter area will accommodate a freezer, sink and refrigerator. He stated that he thought part of the counter area could be pulled out. Costs for the concession equipment to be brought to the June 28 meeting.
2. Martin Landscaping: Mr. John Brown and Mr. Jim Martin were present at this discussion. The June 8, 1979 letter to Bill Griffin of Hoffman Group from Cynthia Montague of A.R.C. was discussed. Charges for grading of the Junior High facilities for 11 hours would be \$550.00. The seeding charges for 1.82 acres at \$1,750 per acre would be \$3,189.00, for a total of \$3,739.00. R. Denton stated that the Park District should have been informed of this proposal before it was sent to H-R.

3. Dr. Casky submitted a written report from all contractors (attached).

1. Gallagher Asphalt submitted an invoice for \$278.64 covering grading at Summit Hill and Indian Trail diamonds. It was reported that the South diamond at Indian Trail contained low spots.
2. Pine Hill Park - The Board agreed to wait for H-R to grade this site before accepting deed.
3. Seeding of S.H.J.H. - Disking the 3.35 acres would cost \$300.00 per acre and would have to be re-done after seeding. The Summit Hill diamond should be 80% clay, 20% sand, but an inspection shows the infield as 50% rock. Dr. Casky stated that we have not been billed for this work and it will be raked again. Also, the outfield needs additional grading.

Indian Trail - P. Wolfe stated that the blacktop areas seemed to be over-seeded. Seeding costs for two cuts would be \$2,175.00. Seeding costs without the guarantee would be \$1,750.00. Motion No. 79-23 was made by J. Barker to declare an emergency and hire J. Martin Landscaping to grade

V Committee Reports Cont'd.

and seed the Summit Hill fields at \$1,750 per acre. Motion was seconded by J. Petrulis. The vote went as follows: J. Barker - no, R. Denton - no, T. Leidolph - no, J. Petrulis - yes, and P. Wolfe - yes. Motion defeated. Mr. Martin stated that the fields were not finished until two weeks ago. R. Denton asked him how he could bid on a ballfield without considering prior grading. A. Casky stated he pulled all grading out of the specifications because he did not know the condition of the ground. The specifications state the site will be ready for a clay infield. Motion No. 79-24 was made by J. Barker to put the grading and seeding of Summit Hill field out to bid. Motion was seconded by R. Denton and the vote went as follows: J. Barker - yes, R. Denton - no, T. Leidolph - pass, J. Petrulis - no, and P. Wolfe - no. Motion defeated. P. Wolfe and R. Denton will gather prices from three landscapers in the area.

4. Dr. Casky submitted an invoice from Martin Landscaping for work completed to date in the amount of \$20,983.30. Items in question from the invoice were the hooded backstop at Summit Hill and the fencing at Indian Trail, South diamond. Motion No. 79-25 was made by J. Petrulis to table payment until an accurate accounting of the invoice could be made. Motion was seconded by J. Barker but not voted. It was noted that the So. Park equipment should be placed at Indian Trail to make a pony league field there. A. Casky recommended approval of the playground equipment and work completed to date. He stated he will measure each item of fencing in question. J. Petrulis agreed to withdraw his motion. Motion No. 79-25 was made by J. Petrulis to pay Martin Landscaping \$7,225.00 covering three backstops at \$1,775 each and \$1,900 covering one hooded backstop. Motion was seconded by J. Barker and carried unanimously.

Motion No. 79-26 was made by J. Barker to pay Martin Landscaping \$9,554.00 covering playground equipment for \$9,116.00 and the goal post at Lincoln Lagoon for \$438.00 pending inspection. Motion was seconded by R. Denton and carried unanimously. Motion No. 79-27 amending Motion 79-26 was made by J. Barker to pay Martin Landscaping \$10,835.00 covering playground equipment for \$9,116.00, goal post at \$438.00, and Kingston Park fencing at \$1,281.00, pending inspection by Dr. Casky and the maintenance committee. Motion was seconded by R. Denton and carried unanimously. An inspection will take place this Saturday at 1:00 p.m. at Summit Hill Junior High.

5. Motion No. 79-28 was made by J. Petrulis to approve the \$1,200.00 in increased equipment cost for soccer goal posts. Motion was seconded by T. Leidolph and carried unanimously.
6. It was decided to have Kay Jay Construction remove the tree at the pond and plant by the building.
7. J. M. Crist - Mr. Crist stated that they were late in starting due to wet ground. He will be starting at Lincoln Lagoon tomorrow and at Summit Hill when it dries out. He was told he could dump asphalt and shrubs on the South side of Indian Trail school. Approval to switch asphalt pad to walk was postponed. He stated that we would have playable tennis courts in three to four weeks.
7. Kay Jay Construction - Dennis Persic's letter of June 11 was discussed. The Cement and carpentry cost was increased to \$9,379.00 from \$8,338.00 due to changes in wall specifications. Motion No. 79-29 was made by R. Denton, seconded by J. Petrulis to increase contract price \$10,100.00, declaring an emergency. Motion carried unanimously. Motion No. 79-30 amending motion 79-29 was made by J. Barker to declare an emergency and accept Dennis Persic's bid of \$18,414.79, previously quoted at \$17,714.79. Motion was seconded by J. Petrulis and carried unanimously.

V Committee Reports Cont'd.

8. Fulton Contracting was represented by Mr. Kehoe who stated that the electrical poles should arrive about November 15. An additional two weeks is required for installation.
9. A.R.C. - Motion No. 79-31 was made by P. Wolfe to approve payment of \$2,387.25 to A.R.C. Associates covering June A&E fees. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.

The federal aid application to develop the North 40 acres will be due September 1, 1979. Motion No. 79-32 was made by J. Barker to table consideration of contracting A.R.C. to prepare the application at a 7% fee if funded until the Planning Committee can discuss this matter. Motion was seconded by R. Denton and carried unanimously.

VI Legal Report

1. 1979-80 Budget - Motion No. 79-33 was made by P. Wolfe to give final approval of the 1979-80 budget, Ordinance No. 27. Motion was seconded by J. Barker and carried unanimously. Ordinance No. 27 was directed to be published in the Frankfort-Mokena Star.
2. Condemnation Suit - Has been filed; no court date has been set.

VII Committee Reports - Board

1. Maintenance - The Board reviewed A. Kamm's Maintenance Report of June 14.
 - a. Motion No. 79-34 was made by P. Wolfe, seconded by J. Barker to appropriate up to \$200.00 covering purchase of boards, bolts and paint to complete park benches and to cover concrete for installation. J. Barker, R. Flynn, T. Leidolph, J. Petrulis, and P. Wolfe voted yes, R. Denton voted pass.
 - b. Motion No. 79-35 was made by P. Wolfe, seconded by T. Leidolph to approve the hiring of Michael Milligan at a rate of \$3.50 per hour for maintenance work. J. Barker, R. Flynn, T. Leidolph, J. Petrulis, and P. Wolfe voted yes. R. Denton voted pass.
 - c. Motion No. 79-36 was made by J. Petrulis to appropriate \$75.00 covering purchase of a tool box and wrenches. Motion was seconded by J. Barker and carried unanimously.
 - d. Motion No. 79-37 was made by J. Petrulis to appropriate up to \$300.00 covering repair parts for playground equipment. Motion was seconded by T. Leidolph and carried unanimously.
 - e. Concerning the purchase of park benches at Indian Trail and the playlot at Kingston and St. Francis, A. Kamm should obtain prices for the June 28 meeting. The Diamond Dry should be ordered when the bleachers are removed from the garage.

VII Committee Reports Cont'd.

2. Recreation

- a. The summer brochure was put in the mail today.
- b. Motion No. 79-38 was made by T. Leidolph, seconded by R. Denton to approve payment of \$115.00 to Kathy Konkol covering planning of the summer fun program. Motion carried unanimously. D. O'Brien asked for an expenditure of up to \$250.00 covering equipment and supplies for this program.
- c. D. O'Brien requested that Maintenance pick-up mats from S.H.J.H. and deliver to the Grade School. He felt a first aid kit should be placed at both schools.
- d. D. O'Brien discussed purchase of tee-shirts at \$2.75 for large and \$2.50 each for small. Motion No. 79-39 was made by T. Leidolph to adopt the colors of orange with brown lettering for the park district tee shirts. Motion was seconded by J. Barker and carried unanimously.
- e. The Ravinia trip is cancelled due to tickets being previously sold out on that date.
- f. It was decided to place the portable soccer goals on the east side of S.H.J.H. by the Maintenance staff.
- g. Motion No. 79-40 was made by T. Leidolph to approve Sandra Young's salary for Preschool Dance, Elementary Tap and Adult Jazz at \$7.00 per participant. Motion was seconded by R. Flynn and voted as follows: J. Barker - yes, R. Denton - yes, R. Flynn - yes, T. Leidolph - yes, J. Petrulis - pass, and P. Wolfe - no. Motion carried.

3. Public Relations

- a. The revised lease with the School Board is being prepared by Mr. Hutchison.

VIII Old Business

1. A letter from Ernest Nance of I.P.R.F. was read concerning the death of Robert Artz. R. Denton suggested that one of the parks be named after him (So. Park). The Board disagreed because he was not known in this community.
2. A letter requesting planning information from Will County was given to J. Petrulis.

- IX Adjournment - Motion No. 79-41 was made by J. Barker, seconded by R. Denton, to adjourn at 11:30 p.m. Motion carried unanimously.

Submitted by:

Diane C. Veltman

MAINTENANCE REPORT
June 14, 1979

Greg Horton decided not to accept the job with the park district. I have hired, subject to Board approval, Mike Milligan to work for the park district at \$3.50 per hour. I present a motion that F.S.P.D. hire Mike Milligan for the Maintenance Dept. at \$3.50 per hour retroactive to June 2, 1979.

Mike is going to make the supports for the baseball player's benches at his welding class at J.J.C. From material at J.J.C. Mike will provide the 8" x 8" x 1-4" plates. Bob Garrett, (former Board member) is donating enough 2 1-2 O.D. steel tubing to make the posts. Mike will cut the post to length and weld the plates to the posts at J.J.C.

I present a motion to spend up to \$200.00 for 2x12 boards, bolts and paint to complete the benches and to cover concrete for installation. The Park District will have to pick-up the steel tubing at Bob Garrett's plant (115th and Halsted) and haul it to and from J.J.C.

Our personnel and truck assisted Summit Hill School District in hauling chairs and the Lincolnway portable stage to S.H.J.H.

We will start installing the bleachers at the Jr. High site this week, and at Indian Trail as soon as it is ready.

I present a motion to spend \$75.00 to buy a tool box and wrenches for use by the maintenance department. Sears has a special for approximately \$69.99 through June 19 that has most of the common sizes needed for our use.

I present a motion to allow maintenance to buy repair parts for some swings and new bases to mount the four or five rocking horse toys presently in the garage. Until I get a catalog with current prices, I can only estimate this cost at less than \$300.00.

The Maintenance Department started full time work Monday, June 11.

I would like our secretary to contact the supplier of the geodesic climber about their field representative coming to help us assemble this piece of equipment.

Mr. Rogus has informed me that it is not necessary that we relocate the play equipment at S.H.J.H. at this time. It will not interfere with the new addition to the school.

I would like to purchase one parkbench to install at Indian Trail playground and another to install at the playlot at St. Francis Road and Kingston Drive.

Albert Kamm

Frankfort Square Park District
Board Meeting Minutes
June 26, 1979

The following are minutes of a special meeting of the Frankfort Square Park District held at the Park District Building, Frankfort, Illinois.

I Meeting called to order at 8:30 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present, A. Kamm - present, T. Leidolph - present, J. Petrulis - absent, and P. Wolfe - present.

III New Business

The purpose of the meeting was to consider Fulton Contracting Co.'s proposal dated June 20, 1979 covering electrical work on the circle 8 building not included in the original bid.

Motion No. 79-42 was made by P. Wolfe, seconded by R. Flynn to accept Fulton Contracting Co.'s proposal in the amount of \$11,421.00. Payment will be made out of the Capital Development Fund. Motion carried unanimously.

IV Meeting adjourned at 9:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
June 28, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Frankfort Square School, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - absent, A. Kamm - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Approval of the June 14, 1979 Minutes

Motion No. 79-43 was made by J. Petrulis to accept the minutes of the June 14 meeting with the following corrections: Page two, No. 4 - The pony league field should be moved from Indian Trail and placed at South Park. The South Park ball diamond to be placed at Indian Trail. Page Three, No. 8 - The electrical poles should arrive about June or July 15. Page Four, letter f. - delete statement. Motion was seconded by J. Barker and carried unanimously.

IV Accounts Payable Approval

Motion No. 79-44 was made by J. Petrulis, seconded by R. Denton, to approve the accounts payable listing for June 28 in the amount of \$4,212.79, and the C.D.F. listing in the amount of \$29,871.25. Motion carried unanimously.

V Legal Report

1. School Board Lease - The revised lease was given to Mr. Rogus.
2. The condemnation suit has been dropped. Our bid of \$10,000 per acre has been accepted.

VI Committee Reports

1. Planning

- a. Dr. Casky explained the placement of the North diamond at Summit Hill on the sewage treatment plant's easement. He felt that there would not be any problem from the plant as a result of the error.
- b. Crist is now working at Lincoln Lagoon on the tennis courts.
- c. J. Martin's letter of June 28 was discussed. There was an overbilling for 128 feet of linear fence, or a total reduction of \$1,200.00. Motion No. 79-45 was made by J. Barker to direct Martin Landscaping to put in fencing per the contract. Motion was seconded by J. Petrulis and carried unanimously.
- d. Dr. Casky stated that South Park would have to be staked by a surveyor.
- e. R. Denton directed to table payment of Martin Landscaping's June 27 invoice until further study can be made.

VI Committee Reports Cont'd.

1. Planning Cont'd.

- f. Federal aid application - tabled.
- g. Appliances for Concession Stand - Per J. Barker's report of June 28 (attached), health department regulations call for commercial type appliances. Plans of the concession stand and model numbers of appliances have to be submitted for approval to the health department. Since the Mother's Club is in the process of deciding which appliances they require, purchase tabled until the July 12 meeting.
- h. The School District has hired Millsap Landscaping to disc, fine grade, fertilize and seed the Summit Hill ball fields.
- i. It was brought out that liability for concession supplies is covered in the contract agreement whereas the Park District is not responsible.
- j. Purchase of mailbox - tabled.
- k. Circle 8 building progress - Inside finishing has been postponed until electrical work is completed. The correct door to be picked up by Kay Jay and should be made of plexi-glass. Kay Jay to be reimbursed for the cost. The Maintenance Dept. to stain building inside and out and paint dry-walled areas.

2. Maintenance

- 1. Two bids were opened covering purchase of the mower and trailer:
 - 1) Andy's Mower Service & Sales, Hazelcrest - \$5,535.00 - Mower
2,548.00 - Trailer
\$8,083.00
 - 2) Illinois Lawn Equipment, Orland Park - \$5,271.50 - Mower
2,426.00 - Trailer
\$7,697.50

Motion No. 79-46 was made by J. Barker to accept Illinois Lawn Equipment's bid of \$7,697.50, and seconded by J. Petrulis. Discussion followed. R. Denton felt the Park District should purchase a machine which could perform other functions other than cutting grass, such as spreading sand and digging. However, a tractor of this size would be hard to store. J. Barker then withdrew her motion. Motion No. 79-47 was made by J. Barker to purchase the trailer only for \$2,426.00. Motion was seconded by T. Leidolph. The vote followed and all voted pass. Motion defeated.

- 2. A. Kamm submitted a maintenance report (attached) outlining work performed during the past two weeks. He indicated his intent to resign because of interference with the maintenance crew from R. Denton. The Board expressed their opinions that the maintenance staff should report to A. Kamm concerning directions and work schedules. Motion No. 79-48 was made by J. Petrulis to censor the Board President for stepping out of his authority. Motion seconded by J. Barker and carried.

VI Committee Reports Cont'd.

2. Maintenance Cont'd.

3. Motion No. 79-49 was made by J. Petrulis to appropriate up to \$500.00 covering cost of repairing the pier at the pond, since many people have requested it's replacement. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, R. Denton - pass, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes. Motion carried.

3. Recreation

- a. Motion No. 79-50 was made by T. Leidolph to approve the following covering the summer programs:

1. James Trudeau - Tennis - \$7.00 per hour
2. Kathy Konkol - W. & T. - \$7.00 per hour
3. Cindy Frederick - W. & T. - \$7.00 per hour
4. Stephanie Rommel - W. & T. - \$7.00 per hour
5. Barbara DeKray - W. & T. - \$7.00 per hour
6. Janet Moore - W. & T. - \$3.00 per hour
7. Pat Moore - W. & T. - \$3.00 per hour
8. Jackie Mallard - Baton & Pom Pon - all receipts
9. Steve Little - Tennis - \$8.00 per hour
10. Forest View Stables - all receipts
11. Court Club - all receipts
12. Frankfort Lanes - all receipts
13. Camp Manitoqua - all receipts
14. Lynn Melby - Tumbling - \$7.00 per hour
15. Pat Karrels - Tumbling - \$3.00 per hour

Motion was seconded by J. Barker and voted as follows: J. Barker - yes, R. Denton - pass, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes. Motion carried.

- b. Motion No. 79-51 was made by J. Petrulis to purchase 12 dozen tee-shirts at \$2.60 each. Motion was seconded by A. Kamm and voted as follows: J. Barker - yes, R. Denton - pass, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes. Motion carried.

4. Financial

Insurance binders have been returned to the Parks & Recreation Insurance Agency. Motion No. 79-52 was made by P. Wolfe to approve the fire insurance coverage for the building valued at \$45,000, and the garage at \$3,500, \$20,000.00 for contents. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, R. Denton - pass, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes. Motion carried.

It was noted that one of the maintenance time sheets contained a blank work description. A. Kamm was directed to instruct the maintenance staff to list work performed and location.

June 28, 1979

VI Committee Reports Cont'd.

5. Public Relations - See J. Barker's report of June 28 attached.
6. School Board - R. Denton has contacted Chuck Ramick to arrange a meeting with the School Board and Will County to put a stop to motor cycle riding in the parks.

VII Old Business

1. The bleachers at Indian Trail should not be cemented until the diamond is finished.
2. Committee meeting dates and time should be established.
3. It was decided to erect a sign at the pond parking lot prohibiting parking between 11:00 p.m. and 6:00 a.m., with a warning of car to be towed at owner's expense.

VIII New Business

1. R. Denton to investigate costs of hiring an off-duty policeman to patrol parks and protect equipment. It was thought that a tax levy could be made to cover cost. Matter was referred to Planning.
2. The upcoming Centennial parade to be referred to D. O'Brien.
3. Motion No. 79-53 was made by J. Petrulis to authorize E. J. Harper to drive the pick-up truck in the 4th of July parade. Motion seconded by J. Barker and carried unanimously.

IX Adjournment - Meeting adjourned at 10:10 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District

Board Meeting Minutes

July 12, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Frankfort Square School, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present, A. Kamm - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Motion No. 79-54 was made by J. Petrulis to approve the minutes of the June 26 and June 28 meetings, with the following correction concerning the June 28 meeting: Page three, No. 4, Financial - Dollar value of the garage contents to be determined. Motion was seconded by A. Kamm and carried unanimously.

IV Treasurer's Report

1. The Treasurer's Report for the period ending June 30, 1979 was accepted pending audit.
2. Motion No. 79-55 was made by J. Petrulis, seconded by A. Kamm to approve the Accounts Payable Listing for July 12, 1979. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.

V Committee Reports

1. Planning

- a. Martin Landscaping's letter of July 10 was received requesting a special meeting to discuss outstanding items.
- b. Dr. Casky to contact Mr. Hutchison to check on status of South Park. The owners want to postpone the sale until the crops are harvested in October. This, however, would delay development until next year.
- c. Martin Landscaping has received the football-soccer goal posts.
- d. The posts at the Indian Trail, South diamond, were reported as being loose.
- e. Land Development Grant - North 40 acres: Motion No. 79-56 was made by J. Petrulis to hire A.R.C. Associates, Inc. to prepare the grant application for a fee of 7% of development funds if successful. Motion was seconded by A. Kamm. Cost estimates for development, how and where money will be spent should be determined before application is made. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.
- f. Indian Trail ball diamonds - Dragging should not be done until fields receive additional leveling.
- g. Concession Stand Equipment - Motion No. 79-57 was made by J. Petrulis to appropriate up to \$3,000.00 covering purchase of a refrigerator and freezer for the concession stand, subject to approval by the Health Dept. Motion was seconded by R. Flynn and voted as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.

V Committee Reports Cont'd.

1. Planning Cont'd.

- h. County land donation ordinance letter previously given to J. Petrulis - tabled.

2. Lincoln-way Coop.

The 1979 operating budget was submitted in the amount of \$2,286.26. The FS Park District's share to be \$896.25 covering administrative and program expenses. Motion No. 79-58 was made by R. Flynn to approve payment in the amount of \$896.25. Motion was seconded by J. Petrulis and carried unanimously.

3. Financial

Insurance binder on garage was returned. Costs of insurance coverage have not yet been determined. It was noted that any damage to the pick-up truck would be covered under the automobile insurance policy.

W. Jagiello is presently working on the audit.

4. Maintenance

1. A. Kamm submitted a Maintenance Report of June 28-July 12, attached.
2. Motion No. 79-59 was made by A. Kamm to purchase the Turfcats 60" mower and the Jacobson trailer per the Illinois Lawn Equipment bid in the amount of \$7,697.50. Motion was seconded by J. Petrulis. Discussion followed concerning the cost of a 38 H.P. tractor as an alternate choice. Due to high expense of this machine, the 60" mower was considered. Because of the insufficient cash on hand, this motion was amended to cover the purchase of the trailer only at \$2,426.00. Amended motion was seconded by J. Petrulis and voted as follows: J. Barker - yes, R. Denton - no, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.
3. Motion No. 79-60 was made by A. Kamm to increase the hourly rate for Michael Milligan from \$3.50 per hour to \$3.75, effective July 16, 1979. Due to an increase in his responsibilities, A. Kamm felt this increase was justified. Motion was seconded by J. Petrulis and voted as follows: J. Barker - yes, R. Denton - no, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.
4. J. Barker will write a letter of appreciation to Bob Garrett for the steel posts material.

5. Recreation

1. T. Leidolph submitted a Recreation Report written by her and D. O'Brien, attached, listing the summer programs that were cancelled.

V Committee Reports Cont'd.

5. Recreation Cont'd.

2. Canoe Trip - Gasoline reimbursement for drivers with 5 passengers will be \$15.00, to be paid out of fees received.

VI Old Business

1. Board Meeting Place - Meetings to be held at the Grade School during July and August. Meetings will be switched to the Junior High in September until the building is ready.
2. R. Denton stated that Committee Reports should be distributed at least 24 hours prior to a meeting.

VII New Business

1. Motion No. 79-61 was made by J. Barker to take immediate possession of the South Park land, and therefore not wait for the farmer to harvest his soy beans. Motion was seconded by A. Kamm. It was felt that waiting for the harvest would delay the park at least one year, and would be less expensive to develop Pine Hill and South Park at the same time, eliminating price increases. The vote went as follows: J. Barker - yes, R. Denton - pass, R. Flynn - yes, A. Kamm - yes, T. Leidolph - yes, J. Petrulis - yes, and P. Wolfe - yes. Motion carried.
2. The lease between the School and Park District has not yet been returned.

VIII Adjournment

Meeting adjourned at 10:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
July 26, 1979

The following are minutes of a regular meeting of the F.S.P.D. held at Frankfort Square School, Frankfort, Illinois.

Meeting called to order at 8:15 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - absent, A. Kamm - present, T. Leidolph - present, J. Petrulis - absent, P. Wolfe - absent.

III Motion No. 79-62 was made by T. Leidolph, seconded by J. Barker, to approve the minutes of the July 12 meeting. Motion carried unanimously.

IV Motion No. 79-63 was made by A. Kamm to approve the accounts payable listing for July 26, 1979, in the amount of \$5,742.92, and the C.D.F. listing in the amount of \$57.96. Motion was seconded by J. Barker and carried unanimously.

V Legal Report

1. Pine Hill Park - It was again determined to accept this site only after it is properly graded and seeded. Motion No. 79-64 was made by J. Barker to give Dr. Casky the power to see that Pine Hill park is cleaned up as soon as possible. Motion was seconded by A. Kamm and carried unanimously.
2. South Park - Closing on the 5 acres will be made when the payment is available on August 5, 1979.

VI Committee Reports

1. Maintenance - Motion No. 79-65 was made by A. Kamm to dismiss Michael Williams due to problems experienced by E. J. Harper in Mr. William's work assignments. Motion was seconded by J. Barker. R. Denton stated that a hearing should be held to examine both sides of the story. The Board agreed that a hearing would be held on Thursday, August 2 at 8:00 p.m. at the Frankfort Square School. Mr. Kamm withdrew his motion pending the hearing.
2. Recreation - no report
3. Planning
 1. Seeding at Indian Trail - Motion No. 79-66 was made by J. Barker to issue Change Order No. 1 authorizing the deletion of seeding at Indian Trail in the amount of \$9,522, and the addition of \$1,250 covering goal posts, for a net deletion of \$8,272. Motion was seconded by A. Kamm and carried unanimously.
 2. Motion No. 79-67 was made by J. Barker to issue Change Order No. 2 authorizing a \$1,225 deduction, covering the backstop at Indian Trail for \$125.00, and 128 linear feet of fencing at Indian Trail at \$1,225.00. Motion was seconded by A. Kamm and voted as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, and R. Denton - pass. Motion carried.
 3. Motion No. 79-68 was made by A. Kamm to pay Martin Landscaping Co. a maximum of \$5,000.00 pending totals from Dr. Casky, after his audit of current invoices outstanding and payments previously paid by the park district. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, R. Denton - no. Motion carried.

VI Committee Reports Cont'd.

3. Planning Cont'd.

4. Motion No. 79-69 was made by A. Kamm, seconded by T. Leidolph, to approve payment in the amount of \$2,737.38 to A.R.C. Associates covering A & E fees. Motion carried unanimously.
5. It was mentioned that Crist would be starting the striping and post work within a few days at the tennis courts.
6. Persic is having a problem with the sewer line at the circle 8 building. He can either tap the first house line or put in a new man hole.
7. It was mentioned that Crist is expected to clean up stone and garbage around courts. The park district will replace grass areas.
8. Fulton will replace a section of fence that was damaged by his truck for a homeowner along Spruce Drive (after construction strike is over).
9. Dr. Casky to present plans concerning the grant application at the August 9th meeting. He was asked to plan trees and a bench for the Kingston Dr. park in this application.

VII Correspondence

Dr. Casky's letter of July 2 was discussed concerning David Owen's of Prestwick Utilities letter regarding the ball diamond being placed on the sewage plant's easement. A. Kamm requested that Dr. Casky present a written summary of the events surrounding H-R's removal of dirt from the Summit Hill School District property. J. Barker pointed out that the Park District can not authorize any property trade between the sewage plant and school district as mentioned in Mr. Owen's letter. Also, Dr. Casky was directed to first receive Board approval concerning any major changes in park development plans.

- VIII Adjournment - Motion No. 79-70 was made by J. Barker, seconded by A. Kamm, to adjourn at 9:45 p.m. Motion carried unanimously.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
July 28, 1979

The following are minutes of a special meeting of the Frankfort Square Park District held at the park district building, Frankfort, Illinois.

- I Meeting called to order at 1:00 p.m.
- II Motion No. 79-71 was made by R. Flynn, seconded by A. Kamm, to waive the 24 hour notice required for a special meeting. Motion carried unanimously.
- III Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present, A. Kamm - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.
- IV The purpose of this meeting was to discuss the land donation by Donald Hunter of 2.5 acres along North Avenue. The 2.5 acres would be donated to the Park District contingent upon the Park District's purchase of an additional 2.5 acres from Mr. Hunter, and the subsequent naming of the park after his family. This purchase would involve changing the South Park location. The Department of Conservation would have to approve the property change because of the \$17,000 grant approval on the previous location. The Park District would have to order another appraisal on this land. A savings of approximately \$26,000 would result if the Department of Conservation agrees to approve the grant on this property. R. Denton contacted Mr. R. Johnson from I.D.C. who stated that this property move would be "feasible". It was thought that construction could begin in the fall if approved.

The closing on the present property would be delayed until the Dept. of Conservation can consider the change.

Motion No. 79-72 was made by T. Leidolph, seconded by R. Flynn, to investigate the transfer of the grant to the new property with the Department of Conservation. Motion carried unanimously.

Motion No. 79-73 was made by A. Kamm, seconded by R. Flynn, to authorize Mr. Hutchison to delay the closing on the South Park property until a decision is received from the Dept. of Conservation. Motion carried unanimously. J. Petrulis to contact Mr. Hunter stating our interest in the donation.

- V Meeting was adjourned at 1:30 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District

The following are minutes of a public hearing held on August 2, 1979 at the Frankfort Square School, Frankfort, Illinois at 8:00 p.m.

Commissioners present: J. Barker, R. Denton, A. Kamm, R. Flynn, T. Leidolph, and P. Wolfe.

Also present: E. J. Harper, Michael Williams, Carl Williams, and Robert Massey.

The purpose of the hearing was to evaluate both sides of an incident that occurred on July 24, 1979 between E. J. Harper and Michael Williams.

E. J. Harper began by stating that he had instructed Michael Williams to pick-up papers in the pond park, specifically behind the diamond and the parking lot. When he returned, Mike was sitting on the bleachers and E. J. noticed that papers were still on the ground by the tennis court and other areas. He instructed him again to finish picking up all the papers. When he returned to the pond, the papers were still on the ground. After asking him again to finish the job, there was an exchange of words and E. J. told him to go home for the day. E. J. felt he was challenging his authority and insubordinate in his actions.

A. Hamm stated that it was reported to him that Michael Williams was seen riding a motor bike in the park that same day. There were also time sheets which showed discrepancies concerning hours listed that were not worked. He instructed Mike after employing him that he would report to E. J.

Michael Williams then stated that he felt he had completed the job correctly. Carl Williams then asked if E. J. had instructed someone else to finish picking up the papers. E. J. said he did not, since no one was available to do so.

Carl Williams then stated that he would like to question the credibility of the maintenance supervisor (E.J.) concerning the July 12 accident in which Mike's eyes were hurt after welding the pier. Although E. J. was not present, he stated he instructed them to wear goggles. It was mentioned that the other members of the maintenance staff, Mike Milligan and Robert Massey, were not injured. Mike Williams stated that he did not ride his motor bike in the park that day.

Concerning the entry of hours not worked, Mike stated that he had made a mistake. He does not record his hours each day, but waits a week and records them with Robert Massey. Carl Williams stated that he felt he should be paid for days missed due to his eye injury. Michael Milligan, who has welding credentials, was reported to have told Mike Williams to wear the goggles.

At this point, E. J. Harper, Mike Williams, Carl Williams and Robert Massey left the hearing. A. Kamm stated that Mike Williams has caused some problems in the past concerning not following instructions and arguing over work assignments. J. Barker suggested suspending Mike Williams for two weeks. Reasons for suspension: Failure to perform duties, time sheet discrepancies, breaking park rules, and insubordination to supervisor. The majority of those present felt a suspension would be the most appropriate. A letter to be sent to Mike and Carl Williams informing them of a 3 week suspension without pay, with an ending date of August 15, 1979.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
August 9, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District, held at Frankfort Square School, Frankfort, Illinois.

- I Meeting called to order at 8:00 p.m.
- II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - absent, A. Kamm - present, T. Leidolph - present, J. Petrulis - absent, P. Wolfe - present.
- III Motion No. 79-74 was made by P. Wolfe, seconded by T. Leidolph, to approve the minutes of the July 12 and 28 minutes, with the following corrections:
1) Motion No. 79-67 concerns 100 linear feet of fencing, not 128. 2) Motion No. 79-64, Dr. Casky was directed to have Pine Hill Park cleaned up by Hoffman Homes. 3) Page 2, July 26 minutes, Correspondence, Dr. Casky was also requested to provide an explanation why the ball diamond at Summit Hill was placed on the utility's property. Motion carried unanimously.
- IV Treasurer's Report
1. The Treasurer's Report for month ending July 31, 1979 was accepted pending audit.
 2. Motion No. 79-75 was made by P. Wolfe to approve the accounts payable listing in the amount of \$4,683.65 and the C.D.F. listing in the amount of \$14,800.00. Motion was seconded by R. Denton and carried unanimously.
 3. Balance changes on the Capital Development Fund summary were noted.
- V Legal Report
- R. Denton's letter of July 31 to Robert Johnson of the Illinois Department of Conservation was noted.
- VI Committee Reports
1. Maintenance
 - a. Motion No. 79-76 was made by A. Kamm, seconded by J. Barker, to suspend Michael Williams until August 15, 1979 (3 weeks) without pay. Motion carried unanimously. It was agreed that Michael Williams should be paid for July 13 (8 hours at \$3.50) due to his accident.
 - b. A letter received from Illinois Lawn Equipment extended their bid on the mower until August 17. Motion No. 79-77 was made by A. Kamm to purchase the Turfcut 60" mower for \$4,758.00. Motion was seconded by J. Barker. The vote went as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes, R. Denton - no. Motion carried. Payment will be made from Capital Development. Motion No. 79-78 was made by J. Barker to suspend purchase of the concession stand appliances until Spring, previously motioned, voted and passed. Motion was seconded by A. Kamm and voted as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes, R. Denton - no. Motion carried.

VI Committee Report's Cont'd.

2. Recreation

1. News releases concerning the Fall Soccer League appeared in the Shopper, Star, and by flyer distributed in the Shopper.
2. Fall programs are now being planned by D. O'Brien and T. Leidolph. Soccer to be played at the Pond park.
3. A meeting is planned for this Friday to organized a Fall 12" Men's softball league.
4. Future equipment purchased for school activities will be stored in a separate area in the schools.

3. Planning

- a. An invoice in the amount of \$48,099.60 was received from Crist. It was determined that \$6,000.00 should be withheld due to tennis poles and walks were not yet completed. Motion No. 79-79 was made by A. Kamm to pay J. M. Crist Co. the amount of \$42,099.60 for work completed at Summit Hill and Lincoln Lagoon. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes, R. Denton - pass. Motion carried.
- b. Fulton invoice - Payment tabled until the August 23rd meeting.
- c. Motion No. 79-80 was made by A. Kamm to pay the amount of \$8,466.00 to James Martin Landscaping which includes the \$5,000.00 previously appropriated, covering materials and work completed to date. Motion was seconded by P. Wolfe and voted as follows: J. Barker - yes, A. Kamm - yes, T. Leidolph - yes, P. Wolfe - yes, R. Denton - no. Motion carried.
- d. Grant Application - Dr. Casky discussed improvements in the amount of \$170,000.00 covered in the application plans. Improvements to be made in Woodlawn Pond, the 43 acre parcel, South Park, Pine Hill park and Kingston Drive park. He requested authority to submit the \$170,000.00 development grant resolution. Commitment for title insurance for the 43 acre parcel, South Park, and Pine Hill park must be made, and the park district should be ready to take title when grant is accepted. It was suggested that the Bruti property be considered in this application since this property (the 43 acres) comes up against it. The majority felt the acquisition of the Bruti property was too far in the future to consider here, and money could not be set aside in this application. Dr. Casky to write Mr. Hutchison for plat and commitment for title insurance.

It was noted that grading was not included in the grant application. Dr. Casky was requested to include grading in the new parks since this will probably have to be done, and we have to accept the parcels before they are properly graded to receive the grant. Dr. Casky stated he could omit tennis courts at the 43 acre site, and cut down on landscaping to allow grading.

VI Committee Reports Cont'd.

3. Planning Cont'd.

- e. Circle 8 Building - Dennis Persic reported that the rooms were ready per his contract, and all that remains is the hook-up from Commonwealth Edison which is expected within 4 weeks. He discussed the recommendations from the Board of Health which included: 1) A sink in the concession area for washing hands, 2) the bathroom and kitchen walls have to be drywalled (no cedar), 3) rubber-based molding should be installed, 4) the kitchen and bathrooms must be tiled, 5) a self-closing device on the bathroom doors must be installed, 6) fans in the bathrooms vented to the outside must be installed, 7) an oil based enamel paint in the kitchen area must be used, and 8) the screens in the concession stand window are not acceptable.

Motion No. 79-81 was made by A. Kamm to authorize Kay Jay Construction to perform improvements which include painting of the kitchen walls, tile, marolite sheeting, 2 formica kitchen countertops, a hand sink, fans, rubber molding, and door checks, the amount not to exceed \$2,000. Motion was seconded by R. Denton and carried unanimously.

4. Legal

Motion No. 79-82 was made by P. Wolfe to accept Ordinance No. 28, tax levy for 1979-80. Motion was seconded by J. Barker and carried unanimously.

5. Financial

An invoice was received from Walter J. Jagiello covering parcial completion of the audit.

6. Public Relations

J. Barker stated that she felt the recent vandalism article in the Star attacked some people living in the Square, was inadequate, and that no warning was given prior to its publication. She did not feel that the article concerning the Hunter donation should have been published so soon. She felt Board approval should have been obtained first. R. Denton felt since the donation was discussed at a public meeting and recorded in the minutes it could be made known to the community. J. Barker stated that she would no longer handle public relations.

7. School Board

J. Barker distributed copies of the proposed lease revisions for consideration at the next meeting.

VII Old Business

1. Security - tabled.

VIII Correspondence

1. Dr. Casky's letter of August 6 concerning the reasons why recreational facilities were placed onto Preswick Utility land was distributed.
2. A listing of Park District ordinances were distributed.

VIII Adjournment - Meeting adjourned at 11:15 p.m.

Submitted by: Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
August 23, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Frankfort Square School, Frankfort, Illinois.

- I Meeting called to order at 8:00 p.m.
- II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present, A. Kamm - absent, T. Leidolph - absent, J. Petrulis - present, and P. Wolfe - present.
- III Motion No. 79-83 was made by R. Flynn to approve the minutes of the August 9, 1979 meeting with the following corrections: 1) Concerning Motion 79-78, monies previously appropriated for the concession stand appliances are being re-appropriated, not suspended. 2) No. 6, Public Relations, J. Barker stated that she felt the recent vandalism article in the Star was inaccurate, not inadequate. Also, she stated that if Robert Denton wants the Public Relations responsibility, she would relinquish her responsibility for the position. Motion was seconded by P. Wolfe and carried unanimously.
- IV Accounts Payable
1. Motion No. 79-84 was made by P. Wolfe, seconded by J. Petrulis, to approve payment in the amount of \$474.74 covering electrical installation. Motion carried unanimously.
 2. Motion No. 79-85 was made by P. Wolfe, seconded by J. Petrulis, to approve the Accounts Payable Listing for August 23, 1979. Motion carried unanimously.

Legal

The Department of Conservation's letter concerning the Hunter donation was read by R. Denton. They indicated that the South Park grant could not be transferred to the Hunter property and suggested a separate application be made for the property. The Board agreed to obtain Mr. Hunter's price for the property in writing before applying for the new grant.

VI Committee Reports

1. Recreation

- a. Soccer goal posts - D. O'Brien stated the set-up of the soccer field at the Pond park was too close to the water. The posts should be moved as close as possible to the tennis courts or moved to Kingston. Martin Landscaping's letter of August 7 was read concerning their change order in the amount of \$4,040.00 for the soccer-football goal posts. The cost was increased from \$1,200 for football goal posts due to an increase in material costs. Motion No. 79-86 was made by J. Barker, seconded by J. Petrulis, to reject Martin Landscaping's change order price increase for the football-soccer goal posts, and authorize the Maintenance Dept. to have a set of soccer goal posts made. The vote went as follows: J. Barker - yes, R. Flynn - yes, J. Petrulis - yes, P. Wolfe - yes, and R. Denton - pass. Motion carried.

Motion No. 79-87 was made by R. Flynn, seconded by J. Petrulis, to appropriate a sum not to exceed \$450.00 for construction of soccer goal posts. Motion carried unanimously.

VI Committee Reports Cont'd.

2. Recreation Cont'd.

- b. Office hours for the fall were discussed. They were determined to be from 9:00 a.m. to 12:00 p.m. on Tuesday, Wednesday, Thursday and Saturday.

3. Planning

- a. Grant application - Dr. Casky's development worksheet was discussed. Appropriations for seeding were included in the breakdowns for the new parks. Inclusion of the Bruti property was again turned down. Motion No. 79-88 was made by J. Petrulis, seconded by R. Flynn, to accept the grant application as presented by A.R.C. Associates, Inc. to be submitted to the proper authorities. The vote went as follows: J. Barker - yes, R. Flynn - yes, J. Petrulis - yes, P. Wolfe - yes, and R. Denton - no. Motion carried.
- b. Fulton Contracting - Payment in the amount of \$21,600 covering materials (poles and light fixtures) was tabled until work is started. Motion No. 79-89 was made by R. Flynn, seconded by J. Petrulis, to make payment in the amount of \$6,168.00 covering work completed at the circle 8 building. Motion carried unanimously.
- c. An invoice in the amount of \$14,362.62 covering work completed at the Circle 8 building was submitted by Kay Jay Construction. It was suggested that the Board have an inspection of the building for any adjustments necessary.
- d. James Zemar Decorating Company submitted a bid in the amount of \$1,086.00 covering interior painting and staining. Motion No. 79-90 was made by P. Wolfe, seconded by R. Denton, to accept this bid. The vote went as follows: J. Barker - no, R. Flynn - yes, J. Petrulis - no, P. Wolfe - yes, and R. Denton - yes. Motion carried. R. Denton appointed J. Petrulis, T. Leidolph, R. Flynn and himself to research decorating and furnishings for the circle 8 building.
- e. It was suggested that a pipe be placed in front of the asphalt leading to the circle 8 building to stop cars from driving on it and parking by the entrance. Also, chains could be put across the tennis court entrances to stop bicycle riding on the courts. R. Flynn stated that the clay fields are not up to specifications due to the depth of the clay and numerous rocks. He also stated that the Coke Cola Co. would install and maintain score boards free of charge.

4. Lincoln-way Coop.

Sandy Robertson addressed the Board and requested that the Park District assess a .02 tax levy to enable the Lincoln-way Special Recreation Association to run a year-round program. This increase would take place in the 1979-80 fiscal year. Motion No. 79-91 was made by R. Denton to amend Ordinance #27 (Appropriations Budget) by increasing the handicapped program appropriation from \$1,200 to \$3,600. Motion was seconded by J. Petrulis and carried unanimously.

VI Committee Reports Cont'd.

5. Financial

Motion No. 79-92 was made by P. Wolfe, seconded by R. Denton, to approve payment in the amount of \$325.00 to Walter J. Jagiello for record preparation prior to the audit. Motion carried unanimously.

6. School Board

The proposed lease agreement was received by J. Barker. Play areas outside of the building to be maintained by the Park District. The Park District must request use of the building, and the School District must request use of tennis courts and fields. Motion No. 79-93 was made by J. Petrulis to approve the lease agreement pertaining to Summit Hill Jr. High and authorize the President to sign subject to review by Mr. Hutchison. Motion was seconded by J. Barker and carried unanimously.

VII Old Business

1. Motion No. 79-94 was made by J. Barker to make arrangements to hold the September 13 Board Meeting at Indian Trail School or Summit Hill Jr. High. Motion was seconded by R. Flynn and carried unanimously. (Meeting to be held at Summit Hill Jr. High)

2. Security

A suit will be filed against a teenager from Arbury Hills for destroying 100 yards of sod at the Pond. R. Denton felt that the people in the community are now more aware of vandalism and are calling the police to report the incidents.

Carl Williams requested by telephone to make the park ordinances more known to the community.

3. Public Relations

R. Denton stated that Recreation could handle their publicity.

VIII Correspondence

1. The building inspection meeting to be held on Saturday, September 25.
2. Martin Landscaping's letter of August 7 was read concerning his additional waiver in the amount of \$47,915.00.

IX Adjournment

Meeting was adjourned at 10:10 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
September 13, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Junior High, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - present, A. Kamm - absent, T. Leidolph - present, J. Petrulis - absent, and P. Wolfe - present.

III Motion No. 79-95 was made by R. Denton, seconded by P. Wolfe, to accept the minutes of the August 23, 1979 meeting with the following corrections: Under Planning, letter d. - P. Wolfe was appointed to the building decorating committee, not J. Petrulis. Under Correspondence, no. 1 - The building inspection meeting will be held on August 25. Motion carried unanimously.

IV Treasurer's Report

1. The Treasurer's Report for month ending August 31, 1979 will stand pending audit.
2. Motion No. 79-96 was made by P. Wolfe, seconded by R. Denton to approve the Accounts Payable Listing in the amount of \$3,411.52 for September 13, 1979. Motion carried unanimously.
3. Fulton Contracting Co. - Three invoices totaling \$57,465.00 were submitted for payment. It was noted that 10% is being retained covering work remaining. The security lights will be installed when power is turned on. It was agreed that these lights should be aimed at the building, not center field. Fulton to replace three ballfield reflectors that are damaged. Motion No. 79-97 was made by P. Wolfe, seconded by R. Flynn, to approve payment to Fulton Contracting in the amount of \$57,465.00. Motion carried unanimously.

V Legal

1. South Park - The Hunter property was discussed.
2. Handicapped Program Levy - The budget cannot be amended to levy the .02% in the 79-80 fiscal year because it was already published. This will be put into the 80-81 budget.

VI Committee Reports

1. Maintenance

Sears Merchant Account - tabled.

2. Recreation

a. Instructor's salaries - tabled.

b. The stained glass class was scheduled for Thursday evenings at the building which may conflict with board meetings.

VI Committee Reports Cont'd.

3. Planning

Martin Landscaping's letter of August 22 was discussed. Dr. Casky recommended that the Park District meet with Martin Landscaping to work out prices on South Park and not request a performance bond. Motion No. 79-98 was made by J. Barker to continue to withhold the 10% retainage from Martin Landscaping Co. per the contract. Motion was seconded by R. Flynn and carried unanimously.

4. Financial

Meetings of the Financial Committee to be scheduled for the first Thursday of each month at 8:00 p.m.

5. School Board Lease

J. Barker stated that Mr. Rogus would take the leases for Summit Hill, Indian Trail and the grade school to the School Board at one time for approval. Changes in the lease were discussed. The School Board would be responsible for maintenance of the retention area. The Park District will maintain the two ball fields and playground (Jr. High site). At Indian Trail, the Park District will mow ball field and playground areas. At Frankfort Square School, the Park District will maintain area around the garage. Park District facilities should be applied for two weeks in advance.

VII Old Business

1. Motion No. 79-99 was made by J. Barker, seconded by T. Leidolph, to request the use of Summit Hill Jr. High for the September 27 Board meeting. Motion carried unanimously.
2. Mr. Hutchison stated that the summons is ready to be filed against the person who destroyed park grass areas at the pond on August 12.
3. Commitment for title insurance on the 42 acre site and Pine Hill Park was requested from Mr. Hutchison.
4. T. Leidolph requested that J. Barker handle publicity for Recreation.

VIII New Business

1. The Circle 8 building to be named the Park District Building. Those persons on park board and community organizations should schedule usage from D. Veltman in advance to avoid conflicts.
2. Motion No. 79-100 was made by P. Wolfe, seconded by J. Barker, to approve the rate of \$5.00 per hour covering secretarial and bookkeeping salary for D. Veltman effective when the building is ready. Motion carried unanimously. Time sheets to be approved by J. Barker or P. Wolfe.

IX New Business

1. Motion No. 99-101 was made by J. Barker to have two telephone lines installed in the building (after completion). One of the numbers will be unlisted. Motion was seconded by T. Leidolph and carried unanimously.
2. The I.A.P.D. is planning a November 8-11 conference at the Hyatt Regency O'Hare.

X Adjournment

Meeting was adjourned at 10:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
September 24, 1979

The following are minutes of a special meeting of the Frankfort Square Park District held at Indian Trail School, Frankfort, Illinois.

- I Meeting called to order at 7:00 p.m.
- II Roll Call: R. Denton - absent, J. Barker - present, R. Flynn - present, A. Kamm - absent, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.
- III The purpose of this special meeting is to determine whether or not to accept the Illinois Department of Conservation's grant for the Marske property, and if the grant is rejected, to approve the contract for the Hunter property.

Motion No. 79-102 was made by J. Barker to withdraw acquisition grant request and to persue the Hunter property. Motion was seconded by R. Flynn and carried unanimously.

Terms of the Hunter property contract were discussed. The contract stated that the 1979 crops would be harvested, or the purchaser would agree to pay for crop damage (due to development). Acreage was listed at 5.27 acres, instead of the 5.44 acres previously determined.

Motion No. 79-103 was made by J. Barker to amend the legal description of the Hunter contract to read 5.44 acres, and approve up to \$1,600.00 covering crop damage. Motion was seconded by T. Leidolph and carried unanimously.

Motion No. 79-104 was made by J. Petrulis to authorize P. Wolfe to execute the Hunter contract on behalf of the Frankfort Square Park District for purchase of the J. P. Hunter property as amended. Motion was seconded by T. Leidolph and carried unanimously.

J. Petrulis to deliver contract to Mr. Hutchison for approval. A down payment of \$1,000.00 from the Capital Development Fund to be prepared for inclusion with the signed contract.

- IV Meeting was adjourned at 7:30 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
September 27, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Jr. High School, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: R. Denton - present, J. Barker - present, R. Flynn - absent, A. Kamm - absent, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Approval of the September 13, 1979 Minutes

Motion No. 79-105 was made by T. Leidolph to accept the minutes of the September 13 meeting with the following corrections: Under Old Business, No. 2, the summons has been filed concering the August 12 damage to Pond park. Under School Board Lease, the Park Dist~~ict~~ict will maintain tennis court and building areas, (all areas except around S.H.J.H.). Motion was seconded by J. Barker and carried unanimously.

IV Motion No. 79-106 was made by P. Wolfe to approve the accounts payable listing for September 27, 1979. Motion was seconded by T. Leidolph and carried unanimously.

V Legal

Hunter property contract was reviewed and approved by Mr. Hutchison. Legal description and property dimensions were also approved by him.

VI Committee Reports

1. Recreation

a. Instructor salaries: Motion No. 79-107 was made by T. Leidolph, seconded by J. Barker, to approve the following instructor salaries for the Fall Programs:

1. Kathy Smith (Tumbling) \$7.00 per hour - After expenses were paid from fees obtained from registration, K. Smith to receive 50% of remaining monies.

.. Three tumbling assistants - \$3.50 per hour

2. Sandra Loyer (F.S. Lite) \$9.00 per hour

3. Julie Myers (Yoga) \$7.00 per hour

4. Ron Saunoris (Landscaping) \$7.00 per hour

5. E. J. Harper (Women's Vollyball) \$7.00 per hour

6. Referee ---- Men's Basketball - \$10.00 per night

7. Referee - Men's Football - \$15.00 per session

8. Instructor - Jr. Soccer - \$7.00 per hour

9. Charlotte King - (Wombat Workshop) \$7.00 per hour

Motion carried unanimously.

VI Committee Reports Cont'd.

1. Recreation Cont'd.

- b. Landscaping - Due to school closings, three of the 8 weeks scheduled at S.H.J.H. will not be available for this class. It was decided that this class would meet at the Park District building beginning October 8.
- c. Tumbling Equipment - T. Leidolph stated that the Park District should consider selling the parallel bars and purchase a side horse in its place. Motion No. 79-108 was made by J. Barker, seconded by J. Petrulis, to table purchase of the side horse until costs are determined for a new and used sidehorse, and if the parallel bars can be sold. Motion carried unanimously.

Motion No. 79-109 was made by J. Petrulis, seconded by J. Barker, to appropriate up to \$300.00 covering purchase of a springboard. Motion carried unanimously.

- d. It was determined that the Park District share in general maintenance of the mats owned by the School District estimated at \$25.00.

2. Planning

- a. J. Barker's letter to Martin Landscaping regarding the continued withholding of the 10% retainage was read. Martin Landscaping's letter of September 18 was discussed. It was brought out that A.R.C. & Assoc. was directed to return the combination football-soccer goal posts in a past meeting.
- b. R. Denton asked if there was any response by Planning to Will County's planning letter received some time ago. Tabled until the next meeting.
- c. A.R.C.'s letter of September 26 regarding the overtime charge of \$113.59 from Commonwealth Edison for Saturday work was discussed. Motion No. 79-110 was made by J. Barker, seconded by J. Petrulis, to approve payment in the amount of \$113.59 to Commonwealth Edison for overtime for electrical work on Saturday, September 29. Motion carried unanimously.
- d. R. Denton stated that A.R.C. has arranged for Normal Plumbing to finish water tap-ons at the building. The charges are: Sewer - \$125.00, Water - \$125.00, Sewer pipe - \$9.00 per foot, Water pipe - \$3.00 per foot, and Buffalo box - \$75.00. Motion No. 79-111 was made by J. Petrulis, seconded by T. Leidolph, to approve a sum not to exceed \$1,000.00 covering tap-on fees. Motion carried unanimously.

VII Correspondence

Robert Johnson's letter concerning the I.D.C. grant on the Marske property was read. J. Barker's letter of September 27 in response was read. Her letter declined the grant due to the Park District's decision to buy the Hunter property which location and drainage is more favorable.

VII Correspondence Cont'd.

A notice of intent was received from the Ill. Dept. of Conservation concerning the new grant application recently filed by A.R.C.

VIII Old Business

1. Concession Stand: Will County Health Department to send instruction materials prior to opening of the concession stand. It was determined that the Little League should obtain the permit since they will be responsible for any problems resulting from their operation of the stand.
2. No Parking Sign at Pond Park - Should be installed as soon as possible.
3. Litter at Pond Park - It was determined that this problem was caused by those using the park after football on Sundays. It was recommended that garbage cans be installed in addition to the dumpster.

IX New Business

1. J. Petrulis recommended that press releases go out at least once a month on park activities and financial appropriations.
2. It was determined that only the Park District address and telephone number be published in the new Square Directory, along with office hours.

X Adjournment

Meeting was adjourned at 9:15 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District

Board Meeting Minutes

October 2, 1979

The following are minutes of a special meeting of the Frankfort Square Park District held at Summit Hill Junior High School, Frankfort, Illinois.

- I Meeting called to order at 6:30 p.m.
- II Roll Call: R. Denton - present, J. Barker - present, A. Kamm - present, R. Flynn - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.
- III The 24 notice required for a special meeting was waived.
- IV The purpose of this meeting was to discuss the stained glass program being held jointly with Frankfort Park District. The program was initiated by Dave Henderson of F.P.D., who hired the instructor. The program was scheduled to be held at the Park District building, but had to be moved to the S.H.J.H. when the completion of the building was delayed. 40 persons have enrolled for the program for a fee of \$18.00, plus \$80.00 for materials. Those out-of-district persons registering at F.P.D. paid \$27.00 (12 in total). Frankfort P.D. registered 25, F.S.P.D. registered 15. In an agreement between Dennis O'Brien and Dave Henderson, Frankfort P.D. would pay 2/3's of the instructor cost and F.S.P.D., 1/3. Each park district would keep the remaining monies per this percentage.

It was discussed whether or not a maintenance charge should be made for use of the Park District building. Since the ballet and drama programs are being held in F.P.D. facilities without a maintenance charge to F.S.P.D., it was determined that this charge be waived for the stained glass program.

It was determined that a policy be established for future programs held jointly with other park districts. Motion No. 79-112 was made by J. Petrulis commending Dennis O'Brien for the way he handled the above matter. Motion was seconded by J. Barker and carried unanimously.

Motion No. 79-113 was made by J. Petrulis, seconded by J. Barker, to store tables for the stained glass program at the Park District building. Motion carried unanimously. Also, a policy for opening and closing the building for a program to be determined.

- V Adjournment - Meeting adjourned at 7:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
October 11, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Junior High, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, R. Flynn - absent, A. Kamm - present, T. Leidolph - absent, J. Petrulis - present, and P. Wolfe - present.

III Approval of the September 20, Sept. 24 and Oct. 2, 1979 Minutes:

Motion No. 79-114 was made by J. Petrulis, seconded by P. Wolfe to approve the minutes of the above meetings with the following correction: Concerning the October 2 meeting, it was requested that cooperative recreational programs be discussed at the October 25 meeting. Motion carried unanimously.

IV Treasurer's Report

The Treasurer's Report for the month ending September 30 was approved pending audit.

Motion No. 79-115 was made by P. Wolfe, seconded by J. Petrulis to approve the Accounts Payable listing for October 11, 1979. Motion carried unanimously. The \$66.00 expenditure to Michael Milligan for medical bills was voided due to an overpayment.

V Committee Reports

1. Maintenance

- a. It was decided that E. J. Harper would take responsibility for opening and closing the building for programs and meetings in which a board member was not involved.
- b. It was decided that the tennis nets be taken down by the weekend of Oct. 27.
- c. A. Kamm suggested that as part of long range planning, semi-portable soccer goals be considered for purchase.
- d. A. Kamm suggested that the Park District hire E. J. Harper and Mike Milligan to patrol the parks on Halloween evening.
- e. It was suggested that the local Kwanis Club be asked to donate trees, or wait for funding from the grant application.
- f. A. Kamm stated that Michael Milligan's hand injury was healing satisfactorily.
- g. A. Kamm stated that the Sear's charge account would be used to purchase grease. A \$100.00 petty cash to be considered for such maintenance expenditures at a later date.

October 11, 1979

V Committee Report's Cont'd.

2. Recreation

Motion No. 79-116 was made by J. Barker, seconded by J. Petrulis, to purchase a blackboard for use by instructors at the building at a cost not to exceed \$100.00. Motion carried unanimously.

3. Planning

a. J. Petrulis stated there will be a committee meeting report at the October 25th meeting.

b. R. Denton stated that Dennis Persic was told to hold off on the washroom partitions by Dr. Casky. The trench left by installation of electrical lines will have to be filled. A section of water line was replaced due damage from electrical installation.

c. Motion No. 79-117 was made by J. Petrulis to purchase carpeting for the building from Prairie State Associates, Inc. at \$14.50 per yard. Motion was seconded by R. Denton and voted as follows: J. Barker - no, A. Kamm - pass, J. Petrulis - yes, P. Wolfe - yes, and R. Denton - yes. Motion carried.

Motion No. 79-118 was made by J. Petrulis to select "Mandarin Copper" as the color choice. Motion was seconded by J. Barker and carried unanimously.

d. The no parking sign has not yet been installed.

e. R. Hutchison was directed to send a letter to Federal Sign asking them to remove their truck from the pond parking lot.

4. School Board Lease - J. Rogus recommended that the three leases be presented to the School Board at the same time. If the Park District adds a facility, it would be up for approval at that time.

VI Legal Report

1. The Hunter property purchase to be finalized when the survey is completed.

2. R. Hutchison was directed to inform A.R.C. Associates by letter that due to delays in the South Park acquisition, it was most probable that Crist's and Martin's contracts would not be fulfilled this year. (Copies to Crist and Martin.)

3. The Marske suit was dismissed. The vandalism suit has not yet been carried out.

VII Insurance

Motion No. 79-119 was made by P. Wolfe, seconded by R. Denton, to approve the amount of \$84.00 covering liability insurance on the garage, two mowers, and the trailer. Motion carried unanimously.

A letter to Dennis Persic releasing him from responsibility for the building should be sent.

VIII New Business

1. Motion No. 79-120 was made by J. Petrulis to appropriate up to \$100.00 covering purchase of a mailbox and post. Motion was seconded by J. Barker and carried unanimously.
2. It was determined that/would be open to community groups for one time only activities and not on a continuing weekly basis. the building
3. Motion No. 79-121 was made by P. Wolfe, seconded by J. Petrulis, to hold board meetings once a month beginning in November. Motion was seconded by J. Petrulis and carried unanimously.
4. Motion No. 79-122 was made by R. Denton, seconded by J. Petrulis, to authorized purchase of redwood to be used in the erection of a sign to read, "Frankfort Square Park District Building". Motion carried unanimously.

IX Adjournment

Meeting was adjourned at 9:30 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
October 25, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Junior High, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: R. Denton - present, J. Barker - present, R. Flynn - present, A. Kamm - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Approval of the October 11, 1979 Minutes

Motion No. 79-123 was made by P. Wolfe, seconded by R. Denton, to approve the minutes of the October 11 meeting with the following corrections: Under 1. Maintenance, g., A. Kamm stated that he did not see a need for the Sears Merchant Account, and it was E. J. Harper's idea to get it. Under New Business, No. 4, the park district building will be named "Frankfort Square Park District Administration Building".

IV Accounts Payable Approval

Motion No. 79-124 was made by P. Wolfe, seconded by R. Denton, to approve the Accounts Payable Listing in the amount of \$3,919.87. Motion carried unanimously.

Motion No. 79-125 was made by P. Wolfe, seconded by R. Denton, to transfer the depository of the Capital Development Fund to First Suburban Bank of Olympia Fields to secure the higher interest rate of 12.85%. Motion carried unanimously.

V Legal Report

1. Prestwick Utilities Resolution: Because the North diamond backstop and one light pole was placed on Prestwick Utilities' property, they are concerned about their liability. The possibility that State regulations may not permit them to have recreational activities so close to their facility was also mentioned. As a solution, Prestwick will have to be named on our insurance policy as co-insured due to the possibility of their being named a defendant in any future legal suit involving the park district. Also, the property will have to be leased by the park district from Prestwick. A ten year lease was suggested. Motion No. 79-126 was made by J. Petrulis, seconded by R. Flynn to enter into a 10 year lease with Prestwick Utilities with the option to renew, and authorize the President to sign for the Park District. Motion carried unanimously.

2. South Park Survey - not yet completed.

3. Water leakage in the building were reported. It was determined that it was not necessary to send a waiver to Kay Jay Construction releasing them of responsibility for the building.

4. Vandalism suit - no progress.

VI Committee Reports

1. Maintenance

- a. A. Kamm submitted a Maintenance Report for August to October, 1979, attached. The tot lot fence at Kingston park has not been repaired since it was damaged in August. The posts must be set in concrete, and new steel poles with heavy duty wire must be purchased. Motion No. 79-127 was made by T. Leidolph, seconded by J. Barker, to have the north side of the tot lot fence repaired per Maintenance's recommendation. Motion tabled until A. Kamm determines cost.
- b. Motion No. 79-128 was made by J. Barker, seconded by R. Flynn, to accept a bid in the amount of \$132.00 covering lettering for the building window. A. Kamm voted pass, the remainder voted no.
- c. The redwood sign for the building to be obtained by A. Kamm.
- d. Job Descriptions - Job descriptions for Maintenance Director, Maintenance Mechanic, and Maintenance - Laborer were submitted by A. Kamm.. Approval to be made at the November 8 meeting. R. Denton stated that under Maintenance Director, No. 12, this should read that this person has authority to suspend employees with a subsequent hearing by the Board within one month. He also felt that the Maintenance Mechanic was not needed, and this responsibility could be handled by a regular employee.

2. Recreation

- a. Cooperative Programs: T. Leidolph stated that she felt that the cooperating district should not be charged for the use of our building until costs are determined for the operation of the building. Costs for the Maintenance Dept. to open and close for programs should be included in the class fee. Financial agreements should be finalized and approved by the Board before the program is run. It should be the responsibility of the park district hosting the program to handle the bookkeeping duties. If any damages resulting from the program occurs in the facility, each district should share in the cost. R. Denton and R. Flynn felt that the Park District should charge a percentage for having the program in our facilities. Whether or not to have a higher fee for non-residents (of the cooperating districts) was discussed. Motion No. 79-129 was made by J. Petrulis to set out of district fees at 50% for all programs. Motion was seconded by J. Barker. P. Wolfe stated that he felt charging out of district fees would cause most programs to fail. The vote was taken and J. Petrulis voted yes, the remainder voted no.

R. Denton stated that he felt there should be a 80/20 split of fees over program expenses involving cooperative programs. Motion No. 79-130 was made by R. Denton, seconded by R. Flynn, to maintain an 80/20 split of expenses in cooperative programs, with the 80% going to the host park district. Motion was amended to 75/25 split by R. Flynn. The vote was taken and R. Denton and R. Flynn voted yes, the remainder voted no.

VI Committee Reports Cont'd.

2. Recreation Cont'd.

a. Cooperative Programs

Motion No. 79-131 was made by A. Kamm, seconded by J. Barker, concerning cooperative programs, the fees should include the cost of maintenance (building opening and closing) and instructor costs. Any remaining monies should be split in proportion to the number of people participating from each district. Out of district fees should be split between the two park districts. Motion was amended by J. Barker to read that instead of charging 50% more for out of district residents, the two cooperating park districts should decide beforehand what will be charged for out of district people (the same rate or more). The amendment was seconded by P. Wolfe and voted. J. Petrulis and R. Denton voted no, the remainder voted yes. The vote was taken on Motion 79-131. R. Flynn voted pass, J. Petrulis and R. Denton voted no, the remainder voted yes.

The meeting was adjourned until 9:30 p.m. at the park district building.

3. Planning

- a. J. Petrulis to attend a meeting on Monday at 9:15 a.m. with Leslie McMann of the Will County Planning Committee.
- b. Kay Jay Construction submitted a bid in the amount of \$880.00 covering materials and installation of steel partitions in the washrooms.

4. Recreation Cont'd.

b. Field Lighting Policy

Several team representatives have requested to use the lighted field for practice sessions. Cost of the field lights have not yet been determined. Motion No. 79-132 was made by J. Petrulis to allow practice on the lighted field and charge the cost of the electricity plus \$15.00 per hour to be paid in advance of the practice session. Motion was seconded by R. Flynn and carried unanimously.

c. Salary Increase - D. O'Brien

A letter was received by T. Leidolph from D. O'Brien requesting a \$100.00 increase per month for the remainder of his contract which expires in April, 1980. A breakdown of program figures (profit and loss) was discussed. Motion No. 79-133 was made by J. Barker to go into executive session to discuss the increase. Motion No. 79-134 was made by R. Denton, seconded by R. Flynn, to reject the salary increase request for D. O'Brien. Motion was carried unanimously.

VI Committee Reports Cont'd.

5. Planning Cont'd.

- c. Motion No. 79-134^B was made by P. Wolfe, seconded by J. Petrulis, to accept Kay Jay Construction's bid of \$880.00 for the washroom partitions. Motion carried unanimously.
- d. Motion No. 79-135 was made by P. Wolfe, seconded by R. Flynn, to approve the amount of \$12.84 to A.R.C. Associates covering his October 11, 1979 invoice. Motion carried unanimously.
- e. Fulton Contracting has requested payment of the balance due on the lighting contract. A.R.C. & Associates was directed to send a letter to Fulton citing work to be completed. This work included the filling and seeding of trenches from their cable work, and the re-aiming (downward) of security lights. Payment to be made when this work is completed.
- f. R. Denton suggested planting populars or other trees to act as a screen between the park grounds and homes.
- g. A.R.C. was directed to press completion of land survey on the So. Park to speed closing.
- h. A.R.C. recommended that Crist receive the balance due from his contract (10% retainage). His work is complete except for repairs on the tennis court walk. Motion No. 79-136 was made by J. Petrulis, seconded by J. Barker, to pay the 10% retainage to Crist since we have his performance bond. R. Denton voted no, the remainder voted yes.
- i. The water should be turned on in the building by next week.
- j. J. Barker received a letter from the Health Department requesting complete plans of the concession area with all equipment labeled.

6. School Board

J. Barker reported that the School Board has approved the three leases. Motion No. 79-137 was made by J. Petrulis to authorize R. Denton to sign the lease agreements for Summit Hill School District 161. Motion was seconded by J. Barker and carried unanimously. The \$3.00 lease agreement fee to be paid with the custodian billing.

7. Lincoln-way Coop.

Sandy Robertson should be contacted regarding 1981 funds. Frankfort Square is scheduled to be the host park district next year. It was believed that a new contract will have to be negotiated for 1980.

October 25, 1979

VI Committee Reports Cont'd.

8. Insurance

The building is now insured for \$50,000 with \$2,000 for contents. Concession equipment will have additional coverage.

VII Old Business

1. November 8 I.A.P.D. Conference: Motion No. 79-138 was made by J. Petrulis, seconded by J. Barker, to name R. Denton as delegate and T. Leidolph as alternate delegate for the convention business meeting. Motion carried unanimously.
2. Motion No. 79-139 was made by J. Petrulis, seconded by T. Leidolph, to approve the hourly rate for Diane Veltman to be paid retroactive to October 1, 1979. Motion carried unanimously.
3. T. Leidolph was directed to ask Dennis O'Brien why local calls are being charged to the park district number.
4. Whether or not recreational programs should be self-supporting was discussed.

VIII New Business

1. Motion no. 79-140 was made by J. Petrulis, seconded by T. Leidolph, to permit the S.C.O. to use the popcorn machine for their November 16 funfair. Motion carried unanimously.

VIII Adjournment

Meeting was adjourned at 11:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District

Board Meeting Minutes

November 8, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at Summit Hill Junior High School, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, A. Kamm - absent, R. Flynn - absent, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.

III Approval of the October 25, 1979 Minutes:

Motion No. 79-141 was made by T. Leidolph, seconded by J. Petrulis, to accept the minutes of the October 25 meeting with the following corrections:

- 1) Motion No. 79-134 will be numbered 79-134A and 79-134B.
- 2) Under Accounts Payable, Motion No. 79-125, the First Suburban Bank of Olympia Fields was added as a depository for the Capital Dev. Fund.
- 3) Under Old Business, No. 2, Motion No. 79-139, the motion was made by J. Barker.

Motion carried unanimously.

IV Treasurer's Report

1. The Treasurer's Report for the month ending October 31, 1979 will stand pending audit.
2. Motion No. 79-142 was made by P. Wolfe, seconded by J. Petrulis, to approve the accounts payable listing for November 8, 1979. Motion carried unanimously.

V Legal Report

1. Tax Warrants: Motion No. 79-143 was made by P. Wolfe, seconded by J. Barker, to sell up to \$24,000.00 in tax anticipation warrants for payment of interest due on the bond referendum, and up to \$12,000.00 for payment of Corporate expenses. Motion carried unanimously.
2. Prestwick Utilities: A draft of the lease with Prestwick Utilities was sent to them for approval.

VI Committee Reports

1. Recreation

A letter of resignation was received from Dennis O'Brien, effective November 30, 1979. Discussion followed concerning the possibility of hiring a full-time Director of Recreation. Due to the rapid expansion of the park district, it was felt that a full-time director was necessary. Motion No. 79-144 was made by J. Petrulis, seconded by J. Barker, to direct the Recreation Committee to interview potential candidates for the full-time Director of Recreation position. Motion carried unanimously.

VI Committee Reports Cont'd.

2. Planning

- a. Lighting Costs - Not yet determined.
 - b. Fulton Payment - Tabled until work is completed.
 - c. Concession Stand - Plans were received from A.R.C., but they were not of the building as it exists today. Due to the fact that updated plans are not available, these plans would have to be adjusted to present an equipment drawing to the Health Department.
3. School Board: The S.H.J.H. lease was received from the School District and signed by R. Denton and J. Barker.
 4. Planning Meeting: J. Petrulis attended a meeting with Leslie McNann of the Will County Planning Committee. The W.C.P.C.'s letter of May 4 was discussed. J. Petrulis will prepare a response after gathering the Board's opinions on planning questions raised in the letter.
 4. Insurance: R. Denton requested that costs for insuring the light poles be determined.

VII New Business

1. Office Furniture Appropriation: A listing of office furniture and equipment was submitted. Motion No. 79-145 was made by J. Petrulis to appropriate \$2,046.00 for office equipment and furniture. Motion was seconded by P. Wolfe. Discussion followed concerning the need for 10 executive chairs. Motion No. 79-146 was made by J. Barker to amend Motion No. 79-145 and appropriate \$1,422.00, eliminating 8 of the 10 chairs. Amendment was seconded by T. Leidolph.

The vote on the amendment was taken. J. Barker, T. Leidolph and J. Petrulis voted yes; R. Denton and P. Wolfe voted no. Amendment carried.

The vote on Motion No. 79-145 was taken. Motion carried unanimously.

VIII Old Business

1. Capital Development Fund Listing: It was noted that appropriations for the recent plumbing work and carpeting were not subtracted from the balance.
2. Motion No. 79-147 was made by J. Barker to re-appropriate up to \$3,000.00 covering purchase of a refrigerator and freezer for the concession stand. Motion was seconded by T. Leidolph and carried unanimously.
3. Pine Hill Park: There was discussion concerning the planned placement of a tennis court in this park. It was felt that this land acts like a water retention area and would destroy the court.

IX New Business

1. R. Denton recommended purchase of cassettes which are available of discussions at the I.A.P.D. November 8 conference.
2. R. Denton suggested that one of the parks or ballfields be named after Robert Garrett & Russ Lundquist due to their contribution in the formation of the park district.
3. J. Barker received a letter from Clara Hartley requesting a map of the exact geographic boundaries (precincts) of the subdivisions in the park district.

X Adjournment - Meeting was adjourned at 9:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
December 13, 1979

The following are minutes of a regular meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, A. Kamm - absent, R. Flynn - present, T. Leidolph - absent, J. Petrulis - present, and P. Wolfe - present.

III Approval of the November 8, 1979 Minutes

Motion No. 79-148 was made by J. Petrulis to approve the minutes of the November 8 meeting with the following correction: Page two, Old Business, No. 3, the discussion concerned the placement of a paved court, not a tennis court. Motion was seconded by J. Barker and carried unanimously.

IV Treasurer's Report

1. The Treasurer's Report for the month ending November 30, 1979 will stand pending audit.

2. Motion No. 79-149 was made by P. Wolfe, seconded by J. Petrulis, to approve the Accounts Payable Listing for December 13, 1979. Motion carried unanimously.

V Legal Report

1. Lease Agreement - Preswick Utilities: The lease was sent to their attorney for approval, and a response has not yet been received.

2. The Hunter property has been staked.

3. R. Hutchison's letter of December 7 to H-R attorney Goldmeier indicated that Outlot B was graded and seeded. However, it was felt that more work was needed.

4. R. Hutchison's letter of November 14 regarding a violation against Ordinance No. 2 was read.

5. R. Hutchison's letter of November 30 regarding the vandalism complaint was read.

VI Committee Reports

1. Recreation

a. Winter Programs: Programs are now being planned to begin during the last week in January. A preschool program to be held in the building is being set-up. Boy's basketball and girl's volleyball require more supervisors. Registration is set for January 21 and 22.

VI Committee Report's Cont'd.

2. Planning

a. Fulton Payment: Motion No. 79-150 was made by J. Barker, seconded by R. Flynn, to approve payment of the 10% retainage to Fulton Contracting. Motion carried unanimously.

b. A.R.C.'s letter of November 12 concerning the combination football-soccer goal posts was read. It was brought out that the goal posts change order price increase was rejected at the August 23, 1979 meeting. A letter to be sent to Dr. Casky indicating this action.

b. The Illinois Department of Conservation December 13 Board meeting was attended by Dr. Casky and R. Denton. R. Denton stated that approval of the \$170,000 grant looked promising. J. Petrulis commended R. Denton for attending the meeting.

c. It was reported that the Kingston play equipment was tilting to the north.

3. Lincoln-way Coop.: R. Flynn reported that no progress has been made with the new agreement. Motion No. 79-151 was made by R. Flynn to accept pending audit the bookkeeping records and assume the responsibility of administrating agent for the cooperative. Motion was seconded by J. Petrulis and carried unanimously. L-W Coop. meetings to be held at the Park District building on the second tuesday of each month beginning in February, 1980.

4. Insurance: Motion No. 79-152 was made by J. Petrulis, seconded by J. Barker, to acquire insurance coverage on the ball diamond poles and lights in the amount of \$527.00 per year. Motion carried unanimously.

5. Financial: Walter Jagiello to attend the January meeting to discuss the audit.

VII Old Business

1. Program Director (Park and Rec. Superintendent)

A discussion of fringe benefits followed. It was determined that a new job description combining the program director and maintenance supervisor positions must be written. Benefits to include 5 sick days and 3 personal days, 7 paid holidays, and 2 weeks vacation. P. Wolfe to look into costs for health insurance coverage. There would be no set hourly schedule for this position. A notice of this opening to be sent to state colleges and universities requesting resumes to be accepted until January 12.

2. Coke-a-Cola sign to be erected at the main diamond at S.H.J.H. only.

VIII New Business

Minutes will be ready for pick-up at the building within 10 working days following the meeting. The agenda will be ready for pick-up on the Tuesday preceding the board meeting.

IX Adjournment: Meeting was adjourned at 9:30 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
January 10, 1980

The following are minutes of a regular meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: J. Barker - present, R. Denton - present, A. Kamm - present, R. Flynn - present, T. Leidolph - present, J. Petrulis - absent, and P. Wolfe - present.

III Approval of the December 13, 1980 Minutes

Motion No. 79-153 was made by P. Wolfe, seconded by T. Leidolph, to approve the minutes of the December 13 meeting. Motion carried unanimously.

IV Treasurer's Report

1. The Treasurer's Report for the month ending December 31, 1979 will stand pending audit.
2. Motion No. 79-154 was made by P. Wolfe, seconded by R. Denton, to approve the Accounts Payable listing for December 13, 1979. It was determined that the Commonwealth Edison payment in the amount of \$573.81 would be withheld until February. Motion carried unanimously. Mr. Jagiello to present his audit report at the February 14 meeting.

Committee Reports

1. Maintenance

- a. Motion No. 79-155 was made by A. Kamm, seconded by J. Barker, to authorize maintenance to purchase up to \$400.00 for fertilizer and seed for existing grass areas. Seeding to begin around April 1, 1980.
- b. The need for more sand around the playground equipment at Indian Trail was discussed. Because of the rocks in the ball diamond at Summit Hill, it was suggested that the Park District look into the rental of a rock-picker.

2. Recreation

- a. Winter Program Instructor Salaries: Motion No. 79-156 was made by T. Leidolph, seconded by A. Kamm, to approve the instructor salaries per the attached listing. Motion carried unanimously.
- b. An updated postal route listed 1,458 houses in the Park District.

3. Planning

- a. Building Exhaust Fans - Motion No. 79-157 was made by J. Barker, seconded by T. Leidolph, to authorize Kay Jay Construction to install three exhaust fans (kitchen, office and main room) at a cost not to exceed \$700.00. Motion carried unanimously.

January 10, 1980

V Committee Reports Cont'd.

3. Planning Cont'd.

- b. Sidewalk Repair - Motion No. 79-158 was made by J. Barker, seconded by T. Leidolph, to have Maintenance repair the broken sidewalk near Rosewood by filling with stone until it can be permanently restored. Motion carried unanimously.
- c. The Hunter property has been closed. Grading costs should be obtained from A.R.C. Plans for grading should be discussed with Dr. Casky at the February meeting. J. Barker to write for grading plans and drawing of the Hunter park. It was suggested that a meeting be set up with A.R.C., Martin Landscaping and J. Crist Co. prior to the February Board meeting.
- d. Final payment in the amount of \$25,350 will be made on January 17, 1980 covering the Hunter property, payable to Hutchison, Maher and Butler. The Certificate of Saving at First Suburban Bank of Olympia Fields will be due on January 17, 1980. The amount of \$15,000 plus interest earned will be deposited in the Capital Development Fund account. The remainder will be renewed as a savings certificate for 90 days.
- e. Garage Lighting - Motion No. 79-159 was made by J. Barker, seconded by A. Kamm, to go out for bid for garage lighting with a 220 circuit. Motion carried unanimously.

4. Lincoln-way Coop.

Motion No. 79-159 was made by A. Kamm to pay upon receipt of invoice the amount of \$131.10, the balance from the 1978-79 budget. Motion was seconded by J. Barker and voted as follows: J. Barker - yes, A. Kamm - yes, R. Flynn - yes, T. Leidolph - yes, F. Wolfe - pass, and R. Denton - yes. Motion carried.

VI Old Business

- 1. Director of Parks and Recreation - An estimated premium for health and hospitalization insurance was between \$500.00 to \$600.00 per year, depending upon age of insured. R. Denton directed F. Wolfe and T. Leidolph to act as the interview committee. T. Leidolph requested that J. Barker be included in the committee. Motion No. 79-160 was made by R. Denton, seconded by R. Flynn, to budget the amount of \$600.00 covering travel expenses for out of town applicants. Motion carried unanimously.

VII New Business

- 1. A. Kamm submitted a letter of resignation as park board commissioner due to personal reasons. Motion No. 79-161 was made by R. Flynn, seconded by J. Barker, to refuse to accept his resignation. Motion carried unanimously. A. Kamm stated he would stay on the board until the park director was hired.

VIII Correspondence

1. The Suburban Park and Recreation Association will hold a meeting of park commissioners on January 30.
2. Motion No. 79-162 was made by A. Kamm, seconded by R. Flynn, to donate \$50.00 to the Illinois Park and Recreation Association. Motion carried unanimously.
3. Motion No. 79-163 was made by T. Leidolph, seconded by A. Kamm, to appropriate \$74.00 covering the purchase of two floor mat runners for the building. Motion carried unanimously.
4. Kitchen garbage cans - If additional containers are required in the concession stand, the Mother's Club would be requested to purchase them.
5. The assessed valuation of the park district has been raised to 18 million dollars.
6. Summit Hill Jr. High has agreed to lend the use of their copier to the park district.
7. It was agreed to issue a main door key and an office key to Maryanne Leaby if an afternoon preschool session was required. Keys to the restrooms will be accessible in case of emergency.

IX Meeting was adjourned at 9:45 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
February 14, 1980

The following are minutes of a regular meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

- I Meeting called to order at 8:00 p.m.
- II Roll Call: J. Barker - present, R. Denton - present, A. Kamm - absent, R. Flynn - absent, T. Leidolph - present, J. Petrulis - absent, and P. Wolfe - present.
- III Approval of the January 10, 1980 Minutes:

Motion No. 79-164 was made by T. Leidolph, seconded by P. Wolfe, to approve the minutes of the January 10 meeting pending clarification of comments made concerning A. Kamm's letter of resignation. Motion carried unanimously. Discussion to be included under New Business.

IV Treasurer's Report

Approximately \$44,000 from 1978 real estate tax monies was received. Tax anticipation warrants totaling \$33,000 to be repaid. The Treasurer's Report for the month ending January 31, 1980 was accepted pending audit.

Motion No. 79-165 was made by P. Wolfe, seconded by T. Leidolph, to approve the Accounts Payable Listing in the amount of \$4,579.33. Motion carried unanimously.

V Personnel

Motion No. 79-166 was made by P. Wolfe, seconded by T. Leidolph, to hire Sarah Todd as Director of Parks and Recreation, and to enter into contract negotiations. Motion carried unanimously. R. Denton directed J. Barker and P. Wolfe to work out contract wording. Benefits should be included in the contract.

VI Committee Reports

1. Recreation

- a. Pat Kwilosz and Maryanne Leauby requested payment for registration. Because payment for registration time was not previously approved, (only preparation time) payment was denied. J. Barker felt that cost of the storage cabinet should not be deducted from program fees.
- b. It was reported that Julie Myer's automobile was vandalized last Monday night during the Yoga program.

2. Planning

- a. Hunter Prairie - Revised Costs: Due to an increase in materials, J. R. Crist has announced a 15% ~~across~~ the board increase. Other changes included: 1) The pad at Indian Trail was deleted, a gain of \$4,000. 2) The fencing was removed from Hunter Prairie, and 3) parking was expanded at Hunter Prairie. These changes will cut \$11,526 from J. R. Crist's contract. However, with the 15% increase, additional parking and tennis court fence, (totalling \$7,816.00), the savings amounts to \$3,710.00 from his original bid.

VI Committee Reports Cont'd.

2. Planning Cont'd.

- a. Motion No. 79-167 was made by J. Barker, seconded by T. Leidolph, to authorize Change Order #1 to J. M. Crist Co. Motion carried unanimously.
- b. Prior to ordering bleachers for the new parks, it should be determined if a set is now being stored in the garage.

- c. South Park Grading: Letters requesting bids were sent to Gallagher Asphalt and J. R. Crist by Dr. Casky. Cynthia Montague thought they received a telephone bid of \$45.00 per hour for two day's work from Gallagher. Written confirmation should be received shortly.

Motion No. 79-168 was made by P. Wolfe, seconded by J. Barker, to appropriate up to \$2,000 for the South Park grading with the stipulation that work be completed by April 1, 1980, weather permitting. Motion carried unanimously.

- d. Rock Picker - A.R.C.'s letter of February 7 requesting a purchase order covering the \$40.00 per hour rate for this service was discussed. Whether or not the park district is responsible for the expense was discussed. It was felt that the cost should be covered by the 10% retainage held from Martin Landscaping's contract, since his firm is responsible for the poor condition of the fields. Discussion tabled until Mr. Hutchison can be consulted.
- e. Martin Landscaping's letter of January 15, 1980 concerning storage charges for the soccer-football goal posts was read. Martin Landscaping is billing A.R.C. for these charges since they were ordered by A.R.C. without a change order approval from the park district or Martin Landscaping.
- f. A.R.C. Invoices - Statements were received for South Park redesign at \$215.00, Phase II fee at \$4,165.00, and UPS expenses at \$15.49. Funds have not been received from the \$170,000 grant, and it was unclear at what point in construction the monies would be received. It was felt that a contract agreement should be drawn up between ARC and the park district before payment is made. Motion No. 79-169 was made by J. Barker, seconded by R. Denton, to withhold payment to A.R.C. until a contract is submitted for approval. The park district should also have input into the terms of the contract. Motion carried unanimously.

Motion No. 79-170 was made by R. Denton, seconded by J. Barker, to approve payment in the amount of \$230.49 covering South Park redesign and UPS charges paid by A.R.C. Motion carried unanimously.

- g. C. Montague discussed redesign of South Park and park development drawings under the \$170,000 grant. S. Todd to look into playground equipment for the new parks.

VI Committee Reports Cont'd.

3. Legal Report

- a. Prestwick Lease Agreement - The lease states that the park district will return the ground to original condition when the lease is terminated. Motion No. 79-171 was made by R. Denton to approve Resolution No. 15, which calls for the park district to enter into a 10 year lease agreement with Prestwick Utilities Co. at a fee of \$10.00. Motion was seconded by P. Wolfe and carried unanimously.
 - b. A letter from William H. Metz and Assoc. dated February 13 was received requesting surveys on the 40 acre tract parcel for appraisal purposes.
 - c. Martin Contract - Mr. Martin did not attend the 2/4/80 planning meeting because he has not received his 10% retainage. His contract states that 10% will be held back until work is completed (approximately \$4,000). Motion No. 79-172 was made by J. Barker, seconded by T. Leidolph, to approve Resolution No. 16, which will hold Martin Landscaping Co. in default of their contract and put remaining work out to bid. Motion carried unanimously. J. Barker stated that accurate drawings be given out for bid, even though the specifications are the same. A.R.C. to make the changes by Monday.
 - d. The deed to the South Park property was received by Mr. Hutchison for file.
 - e. Playground equipment stored by Martin Landscaping was picked up by Dennis Persic on February 5.
 - f. Motion No. 79-173 was made by T. Leidolph, seconded by J. Barker, to hire John Cotter of Wadsworth Co., Plainfield, for the purpose of renting his rock picker, tractor and operator. Deadline for completion of work is April 30, 1980. Payment to be taken from retainage fees from Martin Landscaping. Motion carried unanimously.
 - g. Mr. Hutchison received a reply from Norman Goldmeier, attorney for the Hoffman Group, dated January 21, stating H-R's willingness to deed 2 park sites to the park district with improvements to be made in the Spring (Pine Hill and 40 acre sites).
4. Lincolnway Coop.: Board will meet on the third Tuesday of each month, with the first meeting on February 19.
 5. Financial: The 1979-80 audit report and recommendations were submitted. Approval of the audit report tabled. S. Todd will be responsible for balancing the checking accounts each month. The park district will maintain the cash method of accounting. Mr. Hutchison was requested to obtain letters from Hoffman-Rosner indicating the value of land given to the park district at the time of donation.

VI Committee Reports Cont'd.

6. Insurance: An insurance agent will come out to discuss insurance with S. Todd. Park and Recreation Insurance will issue a rebate on light and pole coverage.

VII Old Business

1. R. Denton to approach the Kwanis Club for a donation of gymnastic equipment in return for naming a park after their organization. A presentation to be given at their February 28 meeting.

VIII Adjournment

The meeting was adjourned at 10:00 p.m. to be reconvened on Wednesday, February 27 at 8:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
February 27, 1980

The following are minutes of a regular meeting of the Frankfort Square Park District reconvened from the February 14, 1980 meeting and held at the Park District Administration Building, Frankfort, Illinois.

- I Meeting was called to order at 8:00 p.m.
- II Roll Call: R. Denton - present, J. Barker - present, R. Flynn - present, A. Kamm - present, T. Leidolph - absent, J. Petrulis - absent, and P. Wolfe - present.
- III Old Business
1. Bid Opening: A bid was submitted from Dennis Persic of Kay-Jay Construction in the amount of \$39,620.28 covering work remaining from Martin Landscaping's contract. It was noted that the football-soccer goal posts should be deleted from the bid. The bid was tabled for consideration. It should be compared with the specifications to see if this bid is in line.
 2. Sidewalk Repair/Sod at Summit Hill Jr. High: The sidewalk will be repaired when weather permits. The school also requested that a 100' x 15' area be re-sodded due to the fact that the area is well-traveled. A letter will be sent to Mr. Rogus indicating the repairs will be completed when weather permits.
 3. Audit - tabled.
 4. Feb. 14 Minutes clarification: Mr. Kamm stated that he will stay on the park board for now, depending upon how much he is involved with maintenance in the future.
 5. Motion No. 79-174 was made by A. Kamm, seconded by J. Barker, to appropriate \$200.00 to hire Ron Olson to perform soil testing analysis on the Summit Hill ball fields, pond area, and at Kingston around ball field, for his recommendations for fertilizer and weed-killer to get the grass growing. It was suggested that the park district consider having the University of Ill. do the testing. Sarah Todd to call their Tinley Park extension for prices. J. Barker tabled the motion until the next meeting when both prices can be considered.
- IV New Business
1. Office Hours - D. Veltman: Due to increased workload, S. Todd recommended increasing D. Veltman's hours to include a full day on Mondays. It was noted that only business hours need board approval. Motion No. 79-175 was made by J. Barker to authorize S. Todd to schedule the amount of hours employees under her direction will work. Motion was seconded by R. Flynn and carried unanimously.
 2. Office Equipment - Copy Machine: Purchase tabled until prices are available. S. Todd to look into advantages of a mimograph, as well as the copy machine.

V Correspondence

R. Denton discussed the importance of sending as many representatives as possible to the upcoming legislative seminar in Springfield to be held on April 16 and 17. He felt that sending a group would make a better impression and increase our chances of favorable legislation. J. Barker felt that sending one representative would be adequate.

VI Personnel

It was suggested that S. Todd be authorized to sign payroll checks in order to expedite the process. Tabled.

VII Adjournment - Meeting was adjourned at 9:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
March 13, 1980

The following are minutes of a regular meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

I Meeting called to order at 8:00 p.m.

II Roll Call: R. Denton - present, J. Barker - present, A. Kamm - present, R. Flynn - present, T. Leidolph - absent, J. Petrulis - present, and P. Wolfe - absent.

III Approval of the Minutes dated February 14 and 27, 1980: Motion No. 79-176 was made by A. Kamm, seconded by J. Petrulis, to approve the minutes of the Feb. 14 and 27 minutes. Motion carried unanimously.

IV Treasurer's Report

The Treasurer's Report for the month ending February 29, 1980 will stand pending audit. The Tax Anticipation Warrants covering Corporate and Capital Development were repaid.

Motion No. 79-177 was made by J. Petrulis to approve the Accounts Payable Listing in the amount of \$16,181.16. Motion was seconded by A. Kamm and carried unanimously.

V Legal Report

1. Helen Cordel, a representative from Mr. Hutchison's office, discussed the proposed Lincoln-way Coop. for Special Recreation agreement. She pointed out that the agreement did not require each district to serve a term as administrative district. The calendar for payment of tax monies was not stated. The district's tax disbursement should be more defined, and the fiscal year should be standardized.
2. The Board was informed of a claim in the amount of \$11,842.00 being filed against the park district by Martin Landscaping Co. A meeting is planned for April 3, 1980 in Mr. Hutchison's office to be attended by Dr. Casky, R. Denton and Martin Landscaping's attorney at 1:30 p.m. J. Petrulis stated that he would like to attend. J. Barker felt that more than one Board member should be present.

VI Committee Reports

1. Maintenance

- a. S. Todd discussed the lining and separating of the parking lot from the grounds at S.H.J.H. She suggested installing railroad ties at the edges with anchors. Inventory shows that the park district has paint and a sprayer. The railroad ties presently stored in the garage are intended to border Hunter park. S. Todd was asked to look into costs of concrete curbing or concrete filled piping as an alternative. St. Todd should discuss the project with Mr. Rogus before beginning work.

VI Committee Reports Cont'd.

1. Maintenance Cont'd.

- b. J. Rogus asked S. Todd if the Park District intended to have sand dumped behind the backstop at S.H.J.H. He wished to use the sand during the school's track program. It was determined that sand would not be ordered in the near future.
- c. Concerning the proposed landscaping for around the building, S. Todd to determine whether it is more economical to bid out the work or to have the maintenance staff perform the work.
- d. It was determined that at least 6,000 pounds of diamond dry would be used this season. Motion No. 79-178 was made by J. Petrulis, seconded by J. Barker, to appropriate \$840.00 covering the purchase of diamond dry at \$7.00 per bag. Motion carried unanimously. The diamond dry to be purchased now and stored at their warehouse. S. Todd to look into costs of renting "mini-warehouses". She was asked to obtain a sample of "dry rite" which costs \$2.49 per 40# bag.
- e. Sarah Todd to contact Atlas Refuse Disposal regarding dumpster at the building and Hunter Park. It was suggested that cans be placed around the Summit Hill field. E. J. Harper to be contacted regarding cost of cans.
- f. S. Todd recommended the hiring of four full time maintenance personnel together with one part time cleaning person for the building. Motion No. 79-179 was made by J. Petrulis, seconded by J. Barker, to hire E. J. Harper and Michael Milligan and interview for two more full time maintenance positions, and also interview for one part time cleaning person. J. Petrulis then amended the motion to include the preparation and review of the maintenance staff job descriptions prior to hiring. The amendment was seconded by A. Kamm and voted as follows: J. Barker - no, A. Kamm - yes, R. Flynn - absent, J. Petrulis - yes, and R. Denton - yes. Motion passed as amended. A vote was taken on the original motion which was passed unanimously.
- S. Todd directed to set up salary policy manuals for Board approval.
- g. After determining cost of professional soil analysis, S. Todd stated she would perform the soil analysis for the park district.
- h. S. Todd to determine cost of professional pesticide application vs. assigning the work to the maintenance staff. She was informed that applicator's licenses would have to be obtained through Will County to enable the staff to perform the work.
- i. Motion No. 79-180 was made by J. Petrulis, seconded by A. Kamm, to direct Kay Jay Construction to repair the women's washroom door with a spring and wood putty. Motion carried unanimously.

VI Committee Reports Cont'd.

2. Recreation

- a. Motion No. 79-181 was made by J. Petrulis, seconded by J. Barker, to hire the Spring program instructors per S. Todd's recommendation. The vote was taken as follows: J. Barker - yes, A. Kamm - yes, R. Flynn - absent, J. Petrulis - yes, and R. Denton - pass. Motion carried.
- b. Motion No. 79-182 was made by J. Petrulis, seconded by J. Barker, to pay Pat Kwilosz and Maryanne Leaby \$3.25 per hour for working during registration. Motion was voted as follows: J. Barker - yes, A. Kamm - yes, R. Flynn - absent, J. Petrulis - yes, and R. Denton - pass. Motion carried. Registration dates will be March 24, 25, 26, and March 29.
- c. Motion No. 79-183 was made by A. Kamm, seconded by J. Petrulis, to charge \$50.00 per hour for use of the lighted field, excluding Little League and park district league games, payable in advance. Motion carried unanimously. Motion was then amended by A. Kamm, seconded by J. Petrulis to indicate that the charge is for practice games. Motion was carried unanimously as amended.

3. Planning

- a. Building Air Conditioning: S. Todd to gather cost estimates for central and window systems.
 - b. Bleachers for new parks: It was determined that two additional sets of 10 row steel bleachers were needed. S. Todd to determine if funds are appropriated in the budget to cover the purchase.
 - c. Gallagher Construction was authorized to perform South Park grading.
 - d. A.R.C. Contract: Motion No. 79-184 was made by J. Petrulis, seconded by R. Flynn, to stipulate in the contract that fees paid for Phase II construction will not exceed 50% until work is completed. Motion carried unanimously.
 - e. Kay Jay Construction Bid Approval: Motion No. 79-185 was made by R. Flynn, seconded by J. Petrulis, to approve Kay Jay Construction's bid in the amount of \$39,620.28, covering work not completed under Martin Landscaping Co.'s contract. A change order should be issued for deleted items. Motion carried unanimously.
 - f. Motion No. 79-186 was made by J. Petrulis, seconded by R. Flynn, to approve drawings for playground equipment for the new parks for submission to Springfield. Motion carried unanimously.
4. Lincolnway Coop. -- The Board will meet on Tuesday, March 18 to discuss the new agreement. Motion No. 79-187 was made by J. Petrulis, seconded by R. Flynn, to approve the amount of \$205.07 payable to the Lincolnway Special Recreation Association covering our share of Winter program expenses. Motion carried unanimously.

VI Committee Reports Cont'd.

5. Insurance

Motion No. 79-188 was made by J. Petrulis, seconded by R. Flynn, to authorize health insurance payments of \$68.00 per month for Sarah Todd. Motion carried unanimously.

6. Personnel

Motion No. 79-189 was made by J. Barker, seconded by J. Petrulis to approve the employment contract for Sarah Todd. Concerning the job description, number 11, the item should read: "Perform such activities as assigned by the Park Board". Motion carried.

Retirement Plan: Both the I.M.R.F. and Social Security plans were not recommended by Mr. Jagiello. It was suggested that a "Keo" plan be devised in place of the above plans.

VII Old Business

1. Copy Machine: After reseaching the various machines available, it was recommended that a coated paper copier be selected. Motion No. 79-190 was made by J. Petrulis, seconded by R. Flynn, to purchase a "Speed-O-Print" copier at \$1,500.00, cabinet and service contract. Motion was voted as follows: J. Barker - no, A. Kamm - yes, R. Flynn - yes, J. Petrulis - yes, and R. Denton - pass. Motion carried.
2. Payroll Checks Signature: It was recommended that authorization for payroll check signature remain the responsibility of park board commissioners.

VIII New Business

1. Concession Stand: It was determined that the park district should order equipment and supplies for the "pepsie" machine. Motion No. 79-191 was made by R. Denton, seconded by J. Petrulis to enter into a contract with Pepsie-Cola Bottlers. Motion carried unanimously.
2. February 14, 1980 Minutes Amendment: Motion No. 79-192 was made by R. Denton, seconded by J. Barker, to amend No. 3, Legal Report, letter e. to read: "Playground equipment stored by Martin Landscaping was picked up under the supervision of a representative of A.R.C. Associates." Motion carried unanimously.

IX Correspondence

1. J. Petrulis apologized for missing the last three meetings.
2. A statement dated March 10, 1980 was received from A.R.C. Associates in the amount of \$227.00. Motion No. 79-193 was made by A. Kamm, seconded by J. Petrulis, to table payment. Motion carried unanimously.

IX Correspondence Cont'd.

3. Vern Sandborn discussed plans for this year's Girl's Softball league. The league is requiring each participant to sell \$5.00 in raffle tickets. Motion No. 79-194 was made by R. Denton, seconded by R. Flynn, to write-up a letter to parents explaining the option of selling these tickets. The \$5.00 for tickets will be added on to the registration fee, and the tickets can be sold if desired. Motion carried unanimously.
4. Motion No. 79-195 was made by J. Barker, seconded by R. Flynn, to authorize R. Denton to attend the April 16 and 17 legislative seminar in Springfield as the representative of the Park District. He will be reimbursed for transportation, room and meals. Motion carried unanimously.

X Adjournment

Meeting was adjourned at 10:00 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
April 10, 1980

The following are minutes of a regular meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

- I Meeting called to order at 8:00 p.m.
- II Roll Call: R. Denton - present, J. Barker - present, A. Kamm - present, R. Flynn - present, T. Leidolph - present, J. Petrulis - present, and P. Wolfe - present.
- III Approval of the March 13, 1980 Minutes:

Motion No. 79-196 was made by R. Flynn, seconded by P. Wolfe to approve the March 13 minutes with the following correction: Page two, Committee Reports, No. 1, Maintenance, letter f: Delete last sentence in the first paragraph. Motion carried unanimously.

IV Treasurer's Report

The certificate of savings which will mature on April 17 to be re-invested in the amount of \$100,000.00.

The Treasurer's Report was accepted pending audit. P. Wolfe named the New Lenox State Bank as the new depository for the park district (beginning May 1, 1980). Motion No. 79-197 was made by R. Flynn, seconded by J. Petrulis, to approve the accounts payable listing for April 10, 1980. Motion carried unanimously.

- V Mr. Paul Balducci of the Frankfort Kiwanis Club, presented a check in the amount of \$2,000.00 for use in the gymnastics program. Motion No. 79-198 was made by R. Denton, seconded by J. Barker, to re-name Pine Hill park "Kiwanis Park". Motion carried unanimously.

VI Committee Reports

1. Maintenance

a. Summit Hill Parking Lot - Plans for lining or enclosing unfirm.

b. Garbage Cans - May be obtained through E. J. Harper.

c. Job Descriptions for maintenance personnel submitted by S. Todd. Corrections were noted and attached to April 10th minutes. Motion No. 79-199 was made by T. Leidolph, seconded by R. Flynn to accept the job descriptions covering maintenance personnel as revised. The motion was voted as follows: J. Barker - yes, A. Kamm - yes, R. Flynn - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes, and R. Denton - no. Motion carried.

d. Motion No. 79-200 was made by J. Petrulis, seconded by A. Kamm to hire the following persons for the 1980 Summer Maintenance Crew:

1. E. J. Harper - Full time Superintendent of Maintenance @\$5.00/hr.
2. Michael Milligan - Full time Maintenance Person @\$4.00/hr.
3. Robert Massey - Full time Maintenance Person @\$3.75/hr.
4. Marjorie Johnson - Part time Building Custodian @\$3.50/hr.

The full time positions will be hired with the understanding that they could work up to and possibly over 40 hours per week, if and only if there is enough work. The motion was voted as follows: J. Barker - yes, A. Kamm - yes, R. Flynn - yes, T. Leidolph - yes, J. Petrulis - yes, P. Wolfe - yes, R. Denton - no. Motion carried.

VI Committee Reports Cont'd.

1. Maintenance Cont'd.

e. Fertilization: It was determined that a weed control program be carried out before fertilizer is applied. Applicator and operator licenses have to be obtained before weed killer is applied. Whether to hire a firm to apply the weed killer or have the maintenance staff do the work tabled for cost estimates.

f. Seeding - Motion No. 79-201 was made by P. Wolfe, seconded by A. Kamm, to appropriate an additional \$600.00 for a total of \$1,000.00 covering purchase of grass seed for use at Summit Hill field and for overseeding at Pond park. Motion carried unanimously.

g. Building Air Conditioning: Due to high cost estimates quoted, the Board directed that Dennis Persic present costs for units with smaller BTU capacities.

h. A retirement plan for Sarah Todd to be discussed with Walter Jagiello.

i. Concession Stand screens: The present one piece screen cannot slide back and forth. Motion No. 79-202 was made by R. Denton, seconded by R. Flynn, to authorize S. Todd to determine the least expensive price on the window screen due to the time limit. Motion carried unanimously. After lowest price is determined, she can contract for the work without cost approval by the board.

j. It was determined that cost of field lighting is \$6.00 per hour, plus demand and kilowatts.

k. Motion No. 79-203 was made by J. Barker, seconded by R. Flynn, to limit tennis court lighting to 11:30 p.m. Motion carried unanimously.

l. The tennis court backboards at Summit Hill to be moved to a different side to eliminate blind spots by the maintenance staff.

m. Building Store Cabinets - Motion No. 79-204 was made by J. Barker, seconded by R. Denton, to accept Dennis Persics offer to supply materials and install the storage cabinets/closets at no charge. Motion carried unanimously.

n. Tennis Court Signs: Dennis Persic will build, paint and install tennis court rule signs at no cost to the Park District

o. Maintenance work performed included erection of tennis court nets, truck repairs and safety test, installation of swings, litter removal, and diamond dry pick-up.

2. Recreation

a. Spring programs: S. Todd submitted a breakdown of program enrollment, revenue, expenses, and profit/loss for the Spring programs (attached).

April 10, 1980

2. Recreation Cont'd.

b. Concession Lease Agreement: The Concessionaire Contract between the park district and the Frankfort Square Baseball League was submitted for approval, together with a "Memorandum of Understanding" from Charles Hale. The memorandum was read by J. Barker and later resulted in agreement by the Board. The Contract was then signed by R. Denton and J. Barker. Motion No. 79-205 was made by J. Barker, seconded by R. Flynn, to accept the contract and memorandum between the park district and the Frankfort Square Baseball League covering the 1980 season. Motion carried unanimously.

3. Planning

a. Due to a change in specifications by A.R.C., Dennis Persic stated that he will use the excess funds from landscaping to cover cost of the building closets.

b. Kingston Playground Equipment: The cost involved to uprite and repair this piece of equipment has not yet been determined. Mr. Persic stated he would have to dig to examine the base in order to determine what it will take to correct the problem. It was agreed to table approval of the repairs until costs are known.

Mr. Hutchison stated that he would have an opinion on the Park District's chances of winning in the Martin Landscaping suit after the meeting with their attorney is over. The first meeting was postponed and has not yet been rescheduled. So far, cost for the rock picker is being back-charged to the Martin Landscaping contract retainage, together with the tennis court backboards.

c. Grading at Summit Hill: Motion No. 79-206 was made by J. Petrulis, seconded by R. Flynn, to hire Kay Jay Construction to rough grade around the building, provide fertilizer and seed, repair the sidewalk at Summit Hill Jr. High, to grade 20 feet west of the tennis courts (between playground and the building), to rough grade and spread limestone by the concession stand area, including cost of black dirt and limestone. Motion carried unanimously. The Park District will be billed for above work after nine months.

4. Lincoln-way Coop: The agreement is still being negotiated.

5. Financial: Motion No. 79-207 was made by P. Wolfe, seconded by R. Flynn, to name the New Lenox State Bank as the new depository for the park district. Motion carried unanimously.

VII Legal

a. The appraisal on the 43.9 acre site was taken to Springfield. Each acre was appraised for \$10,000. Mr. Hutchison reported that Hoffman Group has offered to pay the park district \$1,000 per acre in lieu of grading and seeding. J. Barker requested that Dennis Persic present an accurate cost per acre for grading and seeding so we may present a counter-offer to H-R.

VIII Old Business

S. Todd recommended the purchase of a CB radio system to create better control and efficiency in the parks and recreation departments. The cost of equipment

VIII Old Business Cont'd.

was estimated at \$285.00 for the base, \$140.00 for the hand set, and \$45.00 for the truck mobile. Motion No. 79-208 was made by R. Denton, seconded by R. Flynn, to purchase the base, mobile and 5 hand sets. The motion was voted as follows: J. Barker - no, A. Kamm - no, R. Flynn - yes, T. Leidolph - pass, J. Petrulis - no, P. Wolfe - yes, and R. Denton - yes. Motion defeated.

Motion No. 79-209 was made by J. Barker, seconded by R. Flynn, to purchase one base and four hand sets. The motion was voted as follows: J. Barker - yes, A. Kamm - no, R. Flynn - yes, T. Leidolph - pass, J. Petrulis - no, P. Wolfe - yes, and R. Denton - yes. Motion carried.

IX Correspondence

1. A letter was received from Columbian Securities concerning their interest in handling bond sales.
2. The project timeline on the \$170,000 development grant was submitted from Mr. Robert Johnson of the Illinois Department of Conservation.
3. The Park and Recreation Development Agreement was submitted by A.R.C. for approval. Fee payments were listed as 15%, 30% and 70%, then balance.
4. Martin Landscaping Suit Meeting: Mr. Hutchison stated he felt that board members should not be excluded from the upcoming meeting.
5. A bid was received from Mueller Electric in the amount of \$775.00 covering lighting of the garage. Motion No. 79-209 was made by A. Kamm, seconded by R. Flynn, to direct S. Todd to ask Mueller Electric to extend bid until the garage was clear. Motion carried unanimously.

X Adjournment - Meeting was adjourned at 10:30 p.m.

Submitted by:

Diane C. Veltman

Frankfort Square Park District
Board Meeting Minutes
April 21, 1980

The following are minutes of a special meeting of the Frankfort Square Park District held at the Park District Administration Building, Frankfort, Illinois.

- I Meeting called to order at 8:00 p.m.
- II Roll Call: W. Barker - present, R. Denton - present, A. Kamm - present, R. Flynn - present, T. Leidolph - present, J. Petrulis - absent, and P. Wolfe - present.
- III The purpose of the special meeting was to discuss bids received covering grading at Hunter Prairie Park.

Motion No. 79-210 was made by R. Denton, seconded by P. Wolfe, to declare an emergency concerning grading of Hunter Prairie and waive advertising for bids through a legal notice. Motion carried unanimously.

Gallagher Asphalt was previously authorized to grade Hunter Prairie at an hourly cost of \$50.00, a maximum of two days work to be completed by April 1. Alan R. Casky's letter of April 21 was read concerning the charge of \$8,000.00 from Gallagher for the grading. Alan Casky recommended that J. M. Crist be authorized to perform the grading on an hourly rate which would not exceed \$5,940.00.

Three additional bids were read as follows: 1) Agema Landscaping - \$6,800.00 and 2) Southwest Excavating Company, Inc. - \$8,495.00, 3) Mid-west Sod Nursery - \$7,500.00.

Alan Casky stated that J. R. Crist would start as soon as the property was staked. R. Flynn recommended that Agema be authorized to perform grading since their equipment is located nearby. Alan Casky stated that Crist would start this Friday, or possibly early next week. Alan Casky will stake the property tomorrow morning.

Motion No. 79-211 was made by R. Denton to approve the sodding of the ball diamond infield at Hunter Prairie by Dennis Persic. Motion was seconded by J. Barker and carried unanimously.

Motion No. 79-212 was made by A. Kamm, seconded by R. Denton, to authorize Agema Landscaping to perform grading at Hunter Prairie, providing they bring in black dirt and cover grading at the parking lot and tennis courts. Motion carried unanimously.

- IV Adjournment - Meeting was adjourned at 9:00 p.m.

Submitted by:

Diane C. Veltman

FRANKFORT SQUARE PARK DISTRICT
Minutes for a Special Meeting held April 26, 1980

Meeting was called to order at 5:00 p.m.

Commissioners present were Mrs. Barker, Mr. Denton, Mr. Flynn, Mr. Kamm, Mr. Petrulis, and Mr. Wolfe.

Also present was Sarah Todd, Superintendent.

Miss Todd gave a report on her meeting with Mr. Wadsworth who owns the rock picker. His machine will not help with our rock problem, because the rocks in our infields are too small for his machine to remove. In his opinion the fields ~~are~~ not too bad. He suggested a program of frequent raking and dragging of the infields to solve the problem.

Mr. Denton reported that Mr. Caskey offered two solutions for the problem. One, renting a black dirt pulverizer and pulverizing the clay/sand. Two, skimming 6" to 9" off the top of the infields and bringing in new sand.

Mr. Denton reported that the first solution was impractical because of high cost and difficulty in renting a pulverizer. He recommended that we follow Mr. Caskey's second solution and back charge Martin for the cost of replacing the clay/sand.

Mr. Wolfe said it was too close to opening day to dig up the fields. He felt that the fields would not be playable by opening day on May 3rd.

The cost of replacing the fields was discussed. Mrs. Barker expressed the opinion that it would not be wise to try to back charge Mr. Martin since we are being sued by him. Mr. Denton said Mr. Martin did not put the fields in properly, so we have the right to replace them and back charge Mr. Martin. Also, Mr. Denton said that we never accepted the condition of the fields. Mr. Wolfe feels we accepted the fields when we paid for them and played on them. Mr. Petrulis concurred and expressed the opinion that if the Board wants Mr. Martin to replace the fields, we must go through the Board's attorney. There was general agreement that the clay/sand Mr. Martin installed was not good quality.

Mr. Denton reported that Mr. Persic said it would take 2 days per field to remove the old clay/sand and replace it. Other Board members disagreed with this estimate.

A motion was made by Mr. Petrulis to leave the fields as they are and to encourage local teams to help pick up stones before the games. Mr. Kamm seconded. Vote was as follows Mr. Denton - no, Mr. Flynn - absent, All others-yes. Motion carried.

Discussion of how much money we have withheld from Mr. Martin followed. An exact amount was not determined.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,
Julie E. Barker
Julie E. Barker