



**OFFICIAL MINUTES  
OSWEGOLAND PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
MAY 20, 2021**

The Oswegoland Park District Board of Park Commissioners met on the above date at South Point, 810 Preston Lane, Oswego, Illinois.

**CONVENING THE MEETING**

President Tartol called the meeting to order at 5:31 p.m. The Secretary then called the roll. Commissioners Behrens, Ijams, McCallough, Tartol, and Wise were physically present.

Staff in attendance included: Rich Zielke, Cindy Benson, Tina Ward, Chad Feldotto, Bob Kohlstedt, Tom Betsinger, Keith Zalewski, Laura Finch, Kristie Vest, Mike Seffrood, Colleen McCarty, and Mary Drew.

Guests in attendance included: Dannielle Wilson. Legal Counsel was not in attendance.

**Announcements and Changes to the Agenda**

- President Tartol shared that the Board is saddened by the recent passing of Cheryl Keilson and extended her thoughts and prayers to the family of Cheryl, as well as to staff.
- President Tartol shared that she has been honored to serve as the President of the Oswegoland Park District Board of Park Commissioners and is now looking forward to turning this role over to another Commissioner. However, Tartol added that she is excited to continue serving as Commissioner of the Park Board for the next six years.

**SWEARING IN OF ELECTED COMMISSIONERS**

- Vice President Wise swore in Commissioners, Dannielle Wilson and Sandy Tartol, for their elected six year terms. Both Commissioners Wilson and Tartol solemnly swore to support and defend the Constitution of the State of Illinois, and to do their best to serve the citizens of the Oswegoland Park District as Park District Commissioners, keeping in mind that they represent the interests of all the people of the community, and that decisions made while they are Commissioners will affect the community forever.

**COMMUNICATIONS**

**Recognition of Visitors**

- President Tartol recognized Michelle McCallough for her seven years of service as a Commissioner to the Oswegoland Community. McCallough thanked the Board and staff for the amazing experience her time as a Park Board Commissioner provided her. In addition, McCallough looks forward to volunteering at future events for the District.
- President Tartol recognized Mary Drew for her twenty-five years of service to the Oswegoland Community.

**Written Correspondence**

- None

**CONSENT AGENDA**

President Tartol listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on April 15, 2021
- Acceptance of the Treasurer's report as of April 30, 2021
- Approval of Payables for the period of April 16, 2021 – May 20, 2021 in the amount of \$487,125.14

Mary Drew left the meeting at 5:34 p.m.

Commissioner Behrens made a motion to accept and approve the Consent Agenda as presented. The motion was seconded by Commissioner Ijams.

Roll Call:	Ayes	Commissioners Behrens, Ijams, Tartol, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

### **BOARD AND OPERATIONAL RESTRUCTURING**

The restructuring of the Board was held with Secretary Benson presiding.

Nominations for the office of president were opened. Commissioner Ijams nominated Wise for the office of President. There were no other nominations. Commissioner Behrens moved that nominations be closed and the Secretary cast a unanimous ballot for John Wise for the office of President. The motion was seconded by Commissioner Ijams.

Roll Call:	Ayes	Commissioners Behrens, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

President Wise presided over the meeting from this point forward.

Nominations for the office of Vice President were opened. Commissioner Tartol nominated Behrens for the office of Vice President. There were no other nominations. Commissioner Ijams moved that nominations be closed and the Secretary cast a unanimous ballot for Dave Behrens for the office of Vice-President. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Ijams, Behrens, Tartol, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ijams made a motion that Cindy Benson be appointed to fill the position of Secretary; Tina Ward be appointed to fill the position of Treasurer; Colleen McCarty and Erik Ensen be appointed to fill the position of ADA Coordinators; Rich Zielke and Cindy Benson be appointed to fill the position of FOIA (Freedom of Information Act) Officers; Rich Zielke, and Cindy Benson be appointed to fill the position of OMA (Open Meetings Act) Designees; Rich Zielke be appointed to be the District's representative to the Fox Valley Special Recreation Association (FVSRA) Board of Directors and that in Zielke's absence, Tom Betsinger and Keith Zalewski be appointed as alternates to the FVSRA Board; Ancel Glink be retained as District Corporate Counsel; and that the Board of Commissioners be appointed as a Committee of the Whole to serve as the Finance, Natural Resources, Personnel, Golf, and Buildings & Grounds Committees. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Ijams, Tartol, Behrens, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Tartol made a motion to approve the list of Designation of Depositories as presented. The motion was seconded by Commissioner Behrens.

Roll Call:	Ayes	Commissioners Tartol, Behrens, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Behrens made a motion to adopt and re-affirm the schedule for reviewing the minutes of past Executive Sessions. Commissioner Ijams moved that the Board adopt and re-affirm the following policy and practice concerning minutes of the Executive Sessions: All minutes being held as confidential, and all minutes of Executive Sessions not yet reviewed, shall be reviewed by the Board of Commissioners in accordance with state law on a semi-annual basis at Executive Sessions called at the regular meetings of the Board in March and September of each calendar year and, after reviewing the advice of counsel, the Board shall determine which minutes to release. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Behrens, Tartol, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Behrens made a motion that the Ledger-Sentinel be retained as the District's Newspaper of Record. The motion was seconded by Commissioner Ijams.

Roll Call:	Ayes	Commissioners Behrens, Ijams, Tartol, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

## **BOARD BUSINESS**

### **Commissioner Comments**

- Commissioner Wise welcome Commissioner Wilson to the Park Board of Commissioners.

## **STAFF REPORTS**

### **Executive Director Report** (shared by Rich Zielke)

- All Staff Meeting will be held at 6:30 p.m. on Tuesday, May 25 at the Oswego High School.
- Staff is continuing to evaluate options and proposed solutions regarding the Fox Bend Sewer Line issue.
- Illinois announced it will be following the recent CDC guidance regarding masks and social distancing. The Park District will also be following this guidance and communications have been sent out to the staff and the community.
- Summer registration began on May 18 and the District is starting to see registrations and program participation increase.
- Ward is working with the Kendall County Clerk's office regarding options for correcting an entry error made by their office to the District's levy, resulting in about \$550,000 less than what was requested by the District to the SRA fund.
- The District was notified that the Village of Montgomery will be doing a feasibility study (TIF District) on the Caterpillar property that may result in a potential future impact on our District.

## Written Staff Reports

- No comments.

## ACTION ITEMS

Commissioner Behrens made a motion to accept and place on file the Comprehensive Annual Financial Report for the fiscal year ending December 31, 2020. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Behrens, Tartol, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ijams made a motion to approve the Booking Management Agreement with Mush Music, LLC in the amount of \$41,350. The motion was seconded by Commissioner Behrens.

Roll Call:	Ayes	Commissioners Ijams, Behrens, Tartol, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Behrens made a motion to approve the Production Agreement with Mush Music, LLC in the amount of \$16,500. The motion was seconded by Commissioner Ijams.

Roll Call:	Ayes	Commissioners Behrens, Ijams, Tartol, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Behrens made a motion to award a contract to the lowest responsive and responsible bidder, Evans & Son Blacktop, for the base bid total and contract total of \$25,153.52 for the 2021 Sport Court Paving Project. The motion was seconded by Commissioner Wilson.

Roll Call:	Ayes	Commissioners Behrens, Wilson, Ijams, Tartol, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Behrens a motion to award a contract to the lowest responsive and responsible bidder, Patriot Pavement Maintenance, for the base bid total of \$16,727.00 plus Alternate 1 for \$700.00 and Alternate 2 for \$700.00 for a Contract Total of \$18,127.00 for the 2021 Seal Coating & Striping Project. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Behrens, Tartol, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ijams a motion to authorize the Executive Director to sign an order for Springbrook Software-as-a-Service (SaaS) Cloud Migration for a total first year fee of \$43,340. The motion was seconded by Commissioner Tartol.

Roll Call:	Ayes	Commissioners Behrens, Tartol, Ijams, Wilson, and Wise
	Nays	0
	Abstain	0
	Absent	0

**UNFINISHED BUSINESS**

None.

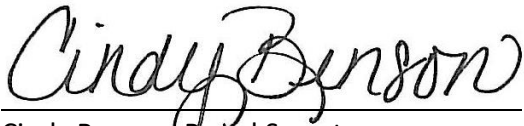
**NEW BUSINESS**

None

**ADJOURNMENT**

The meeting was adjourned at 6:23 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Wilson.

Roll Call:	Ayes	Commissioners Behrens, Wilson, Ijams, Tartol, and Wise
	Nays	0
	Abstain	0
	Absent	0



Cindy Benson, Board Secretary

June 17, 2021