

**Vernon Hills Park District  
Minutes of the Regular Board Meeting  
December 15, 2011 – 6:30p.m.**

- 1. Call to Order.** At 6:32p.m. at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.  
Executive Director Fougrousse stated that in the absence of President Doerhoefer a motion is required to assign a President Pro Tem.  
Motion by Commissioner Robbins to assign Vice President Ballowe as President Pro Tem for the December 15, 2011 Park Board Meeting. Second by Commissioner Kessler.  
By unanimous vote Vice President Ballowe is assigned as President Pro Tem for the December 15, 2011 Park Board Meeting.
- 2. Roll Call.** Present: Commissioners Kessler, Robbins and Ballowe. Staff –Jeff Fougrousse, Mike Moorman, Tom Ritter, Cheryl Baron and Cathy Marcangelo. Absent: Commissioners Meline and Doerhoefer and Marla Pineiro.
- 3. Pledge of Allegiance.** Vice President Ballowe led the Pledge of Allegiance.
- 4. Omnibus Vote Agenda**
  - A. Minutes of the Regular Board Meeting of November 17, 2011**
  - B. Payables (less Grainger) & Payroll through December 15, 2011 in the amount of \$189,421.18**  
Motion by Commissioner Kessler to approve items A & B of the Omnibus Vote Agenda. Second by Commissioner Robbins.  
Ayes: Commissioners Robbins, Kessler and Ballowe  
Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.
- 5. Welcome to Visitors and Guests - Public Comment Period** – No Public Comments.
- 6. Financial Reports for the Period Ending November 30, 2011** - Financial reports were accepted for file and audit.
- 7. Reports/Communication**
  - A. Executive Director– Jeff Fougrousse** – Report attached.
  - C. Finance and HR Superintendent – Marla Pineiro** –Executive Director Fougrousse presented Superintendent Pineiro’s report in her absence.
  - C. Recreation Superintendent – Tom Ritter** – Report attached.
  - D. Parks Superintendent – Mike Moorman** – Report attached.  
Commissioner Robbins commented that he was surprised that the District only received one mowing bid and inquired about our timeline for securing a contractor for the park mowing. Superintendent Moorman answered that he also does not understand the lack of response to the bid and that the bid notification has been re-published and he has sent bid specifications packages to many area contractors. Executive Director Fougrousse added that the District would have accepted the one bid which was submitted if it had been within our budget. The District is confident that an acceptable recommendation will be presented to the Board at the January 2012 meeting which will be within the timeline to secure a contractor before the spring mowing season.

Commissioner Kessler inquired about the concession hours at the Century Park North Pavilion. Superintendent Moorman stated that that question was better suited to Superintendent Ritter. Superintendent Ritter answered that the concession stand at the Century Park North Pavilion will be open on Saturday and Sunday from 1-9p.m., when the sled hill or ice rink are open. Candy, hot chocolate and coffee will be available for purchase and ice skates will be available for loan. Superintendent Ritter also thanked Tina with the Sports Shed for donating the ice skates to the Park District.

**E. Communications Manager – Cheryl Baron – Report attached.**

**F. Commissioner/Committee Reports and Communications –**

- 1) Park District/Village Liaison Committee – Commissioners Doerhoefer & Ballowe–** No report.
- 2) Park District/ School Dist. 73 Liaison Committee – Commissioner Robbins –** Commissioner Robbins stated that he, Commissioner Doerhoefer and Executive Director Fougousse attended the last District 73 School Board Meeting. In addition, the Park District has submitted a proposal for the afterschool program with School District 73. The School District will be making a decision on that proposal at their January Board Meeting and will hopefully be deciding in favor of the Park District.
- 3) Park District/Community High School 128 Liaison Committee – Commissioner Kessler –** No report.

**G. Board Correspondence –** None received.

**8. Unfinished Business**

**A. Resolution 10-11 Real Estate Contract for the Sale of the Deerpath Center**

Vice President Ballowe asked for a motion to approve Resolution 10-11 Real Estate Contract for the Sale of the Deerpath Center.

Motion by Commissioner Robbins to approve Resolution 10-11 Real Estate Contract for the Sale of the Deerpath Center. Second by Commissioner Kessler.

Ayes: Commissioners Robbins, Kessler and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**B. Vernon Hills High School Turf Agreement**

This item has been pulled from the agenda because the agreement has not been finalized.

**9. New Business**

**A. Ordinance 6-11 Tax Levy**

Vice President Ballowe asked for a motion to approve Ordinance 6-11 for the levy and assessment of taxes for the year 2011.

Motion by Commissioner Kessler to approve Ordinance 6-11. Second by Commissioner Robbins.

Ayes: Commissioners Kessler, Robbins and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**B. Crisis Management Plan update**

Vice President Ballowe asked for a motion to approve the revised Crisis Management Plan.

Motion by Commissioner Robbins to approve the revised Crisis Management Plan. Second by Commissioner Kessler.

Ayes: Commissioners Kessler, Robbins and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**C. Personnel Policy Revision – 4.13 Separation from Employment**

Vice President Ballowe asked for a motion to approve the revision of section 4.13 Separation from Employment in the Personnel Policy Manual.

Motion by Commissioner Kessler to approve the revision of section 4.13 in the Personnel Policy Manual. Second by Commissioner Robbins.

Ayes: Commissioners Robbins, Kessler and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**D. IMRF Public Policy Act 97-0609**

Vice President Ballowe asked for a motion to approve amending the Personnel Policy Manual section 4.09C IMRF/Social Security to be in compliance with Public Act 97-0609.

Motion by Commissioner Robbins to approve amending the Personnel Policy Manual section 4.09C IMRF/Social Security to be in compliance with Public Act 97-0609. Second by Commissioner Kessler .

Ayes: Commissioners Robbins, Kessler and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**E. W.W. Grainger Invoices Payable**

Vice President Ballowe asked for a motion to approve the W.W. Grainger invoices in the amount of \$12.05.

Motion by Commissioner Kessler to approve the W.W. Grainger invoices in the amount of \$12.05. Second by Commissioner Robbins.

Ayes: Commissioners Robbins, Kessler and Ballowe

Nays: None                      Absent: Commissioners Meline and Doerhoefer                      Motion carries.

**10. Commissioner Comments**

**A. Commissioner Ballowe** – Commissioner Ballowe wished Happy Holidays to everyone.

**B. Commissioner Meline** – Absent.

**C. Commissioner Robbins** – No comment.

**D. Commissioner Kessler** – Commissioner Kessler wished everyone Happy Holidays.

**E. Commissioner Doerhoefer** – Absent.

**12. Adjournment**

Upon proper motion and second, the Board voted unanimously to adjourn the meeting at 6:54p.m.

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Jeff Fougerousse, Park Board Secretary

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David Doerhoefer, Park Board President