

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
September 14, 2021 - 7:00 p.m.

President Leno called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

President Leno led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinis
R. Nesvacil
B. Owen

Commissioners Absent

STAFF PRESENT: Carrie Fullerton, Executive Director; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; and Kendra Maher, Recording Secretary.

Other Staff: Jennifer Rogers.

Also present: Jen Kim, resident; Melissa Cayer, resident.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Resident Jen Kim thanked staff and the Board for a great summer in the Park District. Ms. Kim asked if the Board had discussed or has plans for filling the vacant Board position. President Leno stated that the open Board seat has not yet been spoken about in open or closed session, when it is discussed it will be a future agenda item, which can be discussed in Closed Session. Exec. Dir. Fullerton will also keep you informed if any movement towards a decision.

Resident Melissa Cayer addressed the Board and asked the District to use the same agenda and financial reporting system that the VAH uses, to aid in her reviewing the same format. Ms. Cayer also recommended that the District get the library and Metropolis to also use the same system. President Leno thanked Ms. Cayer for her comments.

MINUTES

No discussion.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve the August 24, 2021 Regular Meeting Minutes. On a voice vote the motion was approved 4-0.

Comr. Nesvacil moved, seconded by Comr. Owen, to approve but not release the August 24, 2021 Closed Session Meeting Minutes. On a voice vote the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

None.

OLD BUSINESS406 E. Northwest Hwy, Stage 1 Site Investigation

Dir. Rea shared that Staff received notification from the Illinois Environmental Protection Agency (IEPA) this week that the 45-Day Report submitted on May 7, 2021 for the tank removals at 406 E. Northwest Highway was accepted. Staff now need to complete Stage 1 site investigations.

Gabriel Environmental Services has prepared a proposal for the additional investigation work. Stage 1 site investigation includes a minimum of seven additional soil borings in select locations. If any of the borings hit groundwater, five groundwater monitoring wells will need to be installed. Gabriel will also assemble the Stage 1 Report to send to the IEPA, a Stage 2/3 plan (if necessary), and a Stage 1 reimbursement application. The estimated cost to complete the work is \$39,800.

The Stage 1 work is eligible for reimbursement from the same fund that we submitted a request for funds to help offset the initial tank removal and testing expenses.

Vice President Gelinis moved, seconded by Comr. Nesvacil to approve the Stage 1 Site Investigation proposal as submitted by Gabriel Environmental Services, Chicago, IL. for \$39,800. On a voice vote the motion was approved 4-0.

NEW BUSINESSPolicy Manual Revisions

Exec. Dir. Fullerton shared with the Board that staff has been in the process of reviewing and updating the Chapter II Board and Administration Policies, Chapter V Soccer Goal Safety & Education Policy, and Appendices. These policies have been reviewed by attorney at Robbins Schwartz and were reviewed by Andrew Paine, Tressler. The majority of the revisions are housekeeping or legal updates.

Vice President Gelinis moved, seconded by Comr. Owen to approve the entire Policy Manual including revisions to Chapter II Board and Administration Policies, Chapter V Soccer Goal Safety & Education Policy, and Appendices as presented. On a voice vote the motion was approved 4-0.

Village of Arlington Heights Willow Park Sign Installation Request

Dir. Rea presented the Board with a request to install a gateway sign at 1214 E. Palatine Road, the frontage road entrance to Willow Park. The community entry sign is being proposed to help create an identity for the area and to help support local businesses. The VAH would be responsible for installing and maintaining the sign.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve the Village of Arlington Heights gateway sign installation at 1214 E. Palatine Road, adjacent the entry to Willow Park. On a voice vote the motion was approved 4-0

Grabriel Environmental Services for Soil Sampling & Testing

Dir. Rea shared in 1996, a 2000-gallon gasoline underground storage tank (UST) was removed from both the Arlington Lakes Golf Course Service Center and the Frontier Park Service Center. Both tanks were permitted and documented as removed by the Illinois State Fire Marshall.

Staff recently received letters from the Illinois Environmental Protection Agency (IEPA) for both service centers stating that the case files for each incident remained open. It appears that additional soil sampling was necessary to close the files and never completed.

Staff has obtained proposals from Gabriel Environmental Services to complete the required soil sampling and submit an amended 45-Day IEPA Report. The initial estimate to complete soil sampling/testing and submit reports for both locations is \$33,070. If contamination is found at either location, a new proposal will be necessary to address the concerns.

Vice President Gelinias moved, seconded by Comr. Nesvacil to approve the soil sampling and testing proposals as submitted by Gabriel Environmental Services and not to exceed budget of \$45,000. On a voice vote the motion was approved 4-0.

MATTERS FROM COMMISSIONERS

Vice President Gelinias was grateful to have Rec Park Pool open last weekend, and heard many residents thankful for the opportunity to swim on such a nice weekend.

Comr. Owen stated that Volz Park courts are coming along nicely and knows that many residents will appreciate the new courts. Dir. Rea stated they should be completed in October, 2021.

President Leno thanked staff for keeping Rec Park Pool open, with great weather and the senior community is grateful for this opportunity.

MATTERS FROM EXECUTIVE DIRECTOR

Exec. Dir. Fullerton reminded the Board about the September 25th Green Slopes ribbon cutting that will take place from 9 am – 10:30 am.

ADJOURNMENT

Comr. Nesvacil moved, seconded by Comr. Owen, to adjourn at 7:24 p.m. On a voice vote the motion was approved 4-0.

Maryfran H. Leno, President
Board of Commissioners
Arlington Heights Park District

Carrie A. Fullerton, Secretary
Board of Commissioners
Arlington Heights Park District

Date Approved