

MINUTES OF THE REGULAR MEETING FOR THE PARKS AND RECREATION COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON WEDNESDAY, JANUARY 12, 2022 VIA ZOOM

A. CALL TO ORDER

Chairman Bohm called the meeting to order at 7:01 p.m.

The Village President has made the determination that an in-person meeting is not practical or prudent because of the COVID-19 pandemic. As the head of this public body, the Village President has the authority to act on the Board's direction, based on the November 12, 2021 Disaster Declaration made by Governor Pritzker. The Village President has based this determination to ensure the safety of the Village Board members and the residents.

B. ROLL CALL

Upon a call of the roll the following persons were:

Present: Chairman Bohm and Members Clark and Pink

Absent: None

Chairman Bohm declared a quorum present.

Also on the Call: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Engineer, Scott Anderson; Trustees Armstrong and Towne

Residents in Attendance: Amy Weiland, Karren Carruthers

C. APPROVAL OF THE MINUTES OF NOVEMBER MEETING

Meeting minutes of November 10, 2021 were reviewed. Member Pink had two edits. It was moved by Member Clark and seconded by Member Pink that the regular meeting minutes be approved with the edits and be placed on file. The motion was carried.

D. UPDATE ON THE TRAIL SAFETY PROJECT ALONG BRADLEY ROAD AND THE OASIS SERVICE ROAD NORTH CORNER

Village Engineer Scott Anderson remarked he has not received any proposals for the Committee to review. Upon receipt, the Village Engineer will email the proposals to the Committee members. Village Engineer Scott added this project is not anticipated to be performed until May or June. Chairman Bohm stated he was very unhappy at the length of time it has taken to obtain a proposal for this project. Member Pink asked to reach out to the contractor Lake County hired to complete the rumble strip on St. Marys Road. Village Engineer Scott Anderson indicated he will approach different contractors to get a few proposals.

E. DISCUSS THE WHIPPOORWILL PARK PRESERVE STEWARDSHIP PROPOSAL FOR 2022-2024

Chairman Bohm indicated the ILM three-year stewardship contract expired in 2021. As a result, ILM and Pizzo and Associates Inc., were asked to submit for the 2022-2024 stewardship maintenance. Member Clark stated she reached out to the Pizzo and Associates Inc., contact person Nick, inquiring why they did not include additional seeding in their proposal. The one difference in the two received

proposal was ILM included seeding. Chairman Bohm replied he has been very pleased with the work performance by Pizzo and Associates Inc., at the MacLean Preserve at Oasis Park. Chairman Bohm also added he did not see the need for additional seeding at Whippoorwill Park. The two proposal have a price difference for their visits and prescribed burn of over \$3,000. This park only needs the basic maintenance this year. Member Clark stated she agreed with the removal of the additional seeding.

A recommendation was made to approve the Pizzo & Associates Inc., stewardship proposal for 2022-2024 in the amount of \$34,725. The motion was made by Member Clark and seconded by Member Pink. The motion was carried.

F. DISCUSS THE PARKS AND RECREATION COMMITTEE CALENDAR AND OPERATIONS MANUAL

Chairman Bohm indicated his goal is to provide his successor a Park and Recreation operations manual to provide details of their responsibilities. Chairman Bohm asked that the annual Committee calendar be on the agenda at the beginning of each year to ensure each Committee understands the tasks at hand. Chairman Bohm provided the Committee a listing of the tabs for the operations manual. Member Clark added in January this Committee should also review the James Anderson contract. Chairman Bohm said the operations manual will be maintained by the Village Clerk and available online.

Resident, Karen Carruthers (25220 N Shagbark Road) asked if the operations manual was also going to include the professional services management. Mrs. Carruthers asked what is the communication style in which each Committee contacts their contractor for their service. Chairman Bohm added each Committee has their specific requirements listed within their contracts on how to handle their communication.

G. DISCUSS THE VILLAGE’S REQUIREMENT FOR ENGINEERING SERVICES

Chairman Bohm indicated some of the items captured within the James Anderson and Forest Builders service listing are not this Committee’s responsibly. One example included the Around the Town (ATT). Village Engineer Scott Anderson stated ATT is not billed to the Village, it is part of the retainer amount. The lists were an exemplary of items being serviced to the Village. Member Pink remarked the goal is to determine what services are allocated to each department. Member Clark asked if Pizzo & Associates Inc., could be granted Whippoorwill Park’s pollinator garden maintenance as they have been awarded the regular maintenance. Chairman Bohm responded the two pollinator gardens contract will be discussed at the February meeting. Chairman Bohm indicated these two gardens required regular maintenance as they become established.

Chairman Bohm said a recommendation was made to add some additional plantings at MacLean Preserve and he would like the pollinator garden to be connected to the trail flower bed. The additional plantings will also be discussed at the February meeting.

H. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES

I. ADJOURNMENT

It was moved by Member Clark and seconded by Member Pink to adjourn the meeting at 7:39 pm. The motion was carried.

Sandy Gallo, Village Clerk