

11-26-19 Parks Rec Mtg

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CITY OF EAST CHICAGO
BOARD OF PARKS AND RECREATION
November 26, 2019

BOARD MEMBERS:	STAFF:
Anthony Serna, President	Courtnee Dinkins
Rick Rodriguez, Vice President	Dawn Dawkins-Legal
Valda Lewis, Secretary	Mayra Acosta
Gilberto Cantu	
Eugene Austin	

Reported by: Peggy S. LaLonde, CSR, RPR
Fissinger & Associates

Call to Order: 5:00 p.m.

Pledge of Allegiance:

Roll Call: Present: Anthony Serna, Valda Lewis,
Gilberto Cantu, Eugene Austin

Staff Present: Dawn Dawkins, Legal Counsel
Courtnee Dinkins, Recording Secretary
Amy Aguilera, Parks & Recreation manager

MR. SERNA: Mr. Rodriguez did call me and
said he would not be able to attend. I did talk to Miss
Lewis and she may be running a little late. We do have
a quorum.

We'll move on to Administrative
Matters. First thing, I would entertain a motion to
approve meeting minutes of November 12, 2019. Entertain
a motion to approve.

Motion to approve minutes of November 12, 2019, made by
Gilberto Cantu. Second by Eugene Austin.

MR. SERNA: All in favor signify by
saying aye?

(All signify aye.)

MR. SERNA: Motion carries.
Next, entertain a motion to approve
the Payroll for November 15, 2019.

Motion to approve Payroll for November 15, 2019 made by
Gilberto Cantu. Second by Eugene Austin.

MR. SERNA: All in favor signify by
saying aye?

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(All signify aye.)
MR. SERNA: Motion carries
Next, we have approval of Warrant
Report 112119, in the amount of \$30,094.07. I'll
entertain a motion.

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4 Motion to approve Warrant Report 112191, in the amount
of \$30,094.07, made by Gilberto Cantu. Second by Mr.
5 Eugene Austin.

6 MR. SERNA: All in favor signify by
saying aye?

(All signify aye.)

7 MR. SERNA: Motion carries.
8 Next, Old Business. Our Nipsco
claim. Have we heard anything from Nipsco?

9 MS. DAWKINS: I left an e-mail, but have
10 not received a response.

11 MR. SERNA: Okay. We'll leave that on
under Old Business.

12 MS. DAWKINS: Would it be the pleasure of
13 the Board if I basically reach out and ask if they deny
or approve our claim?

14 MR. SERNA: Yes. Please let them know we
15 need to close this, and preferably have something in
writing.

16 Also under Old Business, we had past
17 due invoices from Ace Exterminating Company and there
was some discrepancies. I believe that's all
straightened out now. Amy?

18 MS. AGUILERA: Yes. They went through
19 invoices and found the discrepancies. There's a total
now of \$945.00.

20 MR. SERNA: These invoices go as far back
21 as May 2019 and as recent as August 2019, for a total
\$945.00. So Board members I would entertain a motion to
22 approve.

23 Motion to approve payment of past due invoices to Ace
Exterminating, in the amount of \$945.00 made by Gilberto
24 Cantu. Second by Eugene Austin.

25 MR. SERNA: All in favor signify by

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1 saying aye?

(All signify aye.)

2 MR. SERNA: Motion carries.
3 Next, we have past due invoices from
Fissinger.

4 MS. AGUILERA: Yes. These were sent
5 along with e-mails and they were overlooked. So we're
asking for approval to pay these.

6 MR. SERNA: There are four invoices from
7 Fissinger for four board meetings, 2 in August, 1 in
September and one as far back as April, for a total of
\$1,224.00. I would entertain a motion.

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Motion to approve past due invoices from Fissinger & Associates, in the amount of \$1,224.00 made by Eugene Austin. Second by Gilberto Cantu.

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MR. SERNA: All in favor signify by saying aye?

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(All signify aye.)

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MR. SERNA: Motion carries.

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Next, we have rates for R & B Construction and Ozeh Engineering.

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MS. AGUILERA: Yes. These are rates for installation of post signs, benches, picnic tables, and cabinet signs.

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MR. SERNA: What are cabinet signs?

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MS. AGUILERA: I believe those are the signs that are at the pool concession. R & B is a little cheaper, but we are asking you approve both, one for the lowest and the other as backup.

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19

MR. SERNA: I would entertain a motion for approval of the rates for Ozeh Engineering and R & B Construction for year 2020, all for next year. Rate schedule is for installation of cabinet signs, post signs, benches, and picnic tables.

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Motion to approve rates from Ozeh Engineering and R & B Construction made by Valda Lewis. Second by Gilberto Cantu.

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MR. SERNA: All in favor signify by saying aye?

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(All signify aye.)

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MR. SERNA: Motion carries.

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Next, past due invoice of Harris Seeds & Garden.

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MS. AGUILERA: Harris Seeds & Garden past due invoice. This was rejected because the shipment label and invoice date were incorrect. So they had to resend the invoice and attach a memo so we could actually pay it.

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MR. SERNA: Any questions Board members? (None) I'll entertain a motion to approve past due invoice of Harris Seed & Garden, in the amount of \$277.40.

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Motion to approve past due invoice of Harris Seed & Garden, in the amount of \$277.40 made by Valda Lewis. Second by Gilberto Cantu.

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MR. SERNA: All in favor signify by saying aye?

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(All signify aye.)

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MR. SERNA: Motion carries.

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MS. AGUILERA: Next I have two quotes, one from Royalty Construction and the other is Gluth Brothers. This is to close the gap in the roof at the pool house at Koski and Washington parks. Last year we had an issue with animals getting in there. There's an entry point that's accessible near the roof.

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MR. SERNA: Have you run this by the Building Department?

18

MS. AGUILERA: We did not as yet. But looking from the inside, there is an actual space to do that inside, so it makes it easier just do the left side of that building. They are actually adding mesh going up the front window right where the roof is at.

21

MR. SERNA: They are putting mesh above all the windows in these photos and closing off the left side?

23

MS. AGUILERA: Correct, they will be adding sheet metal and mesh.

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MR. SERNA: Just on the side for the

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1 concession stand?

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MS. AGUILERA: The other side has all the piping and electrical.

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MR. SERNA: Okay, looks like Royalty Construction is \$7,600 and Gluth Brothers -- they separated out by line item, sheet metal and another price for mesh, looks like the total would be \$6,680.00. I take it you're recommending Gluth Brothers.

6

MS. LEWIS: Is that the original building?

8

MS. AGUILERA: It's older than I am, so I don't know.

9

MR. SERNA: With that design, to put the mesh would ventilate. The only other suggestion would be for vendors to put things in Tupperware.

11

MS. AGUILERA: That's another reason for the cabinets, to store things in there.

13

MR. SERNA: The quote from Gluth, in the amount of \$6,680.00 times 2, for Koski and Washington, so a total of \$13,360.00. I would entertain a motion to approve.

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Motion to approve quote from Gluth Brothers in the amount of \$13,360.00 for Koski and Washington Parks roof repair made by Valda Lewis. Second by Gilberto Cantu.

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18 saying aye? MR. SERNA: All in favor signify by

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(All signify aye.)

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MR. SERNA: Motion carries.

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22 I would remind everyone on December

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6, Celebration of Lights, at Heritage Hall, starts at 6

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p.m.

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MS. AGUILERA: Starts at 5 and lighting

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immediately after.

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MR. SERNA: So 5:00 p.m. lighting of the

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tree, and that's 6th of December, at Heritage Hall.

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Same as last year?

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MS. AGUILERA: There are some new

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additions.

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MR. SERNA: Any comments from Board

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members?

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MR. AUSTIN: Has anybody checked around

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MLK Center?

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MR. SERNA; Is there a roof problem at

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the center?

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MR. AUSTIN: No. What I want to know,

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who is doing the inspection of the buildings?

10

inspecting.

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MR. SERNA: We have workers that are

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MS. AGUILERA: We have our staff on a

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regular basis go around and inspect before the kids come

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in and when they close.

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MR. AUSTIN: I want you to double check

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the area. I notice Riley park has lights and

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decorations. That would be nice to light up MLK, add

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decorations.

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MS. AGUILERA: I can ask Mayra about

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that.

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MR. AUSTIN: And let us know at the next

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meeting.

23

MR. SERNA: Okay. Public comment?

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(None) Our next meeting is Tuesday, December 10th,

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2019.

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I would entertain a motion to

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adjourn.

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Motion to adjourn made by Valda Lewis. Second by Eugene

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Austin.

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MR. SERNA: All in favor signify by
22 saying aye?
23 (All signify aye.)
MR. SERNA: Motion carries.

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25 ***** Meeting Adjourned *****

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2 Approval of the Meeting Minutes of Tuesday
November 26, 2019
3 Approved and signed December 3rd, 2019

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6 Anthony Serna, President

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8 Rick Rodriguez, Vice-President

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10 Valda Lewis, Secretary

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12 Gilberto Cantu, Member

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14 Eugene Austin, Member

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16 Courtnee Dinkins, Recording Secretary

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C E R T I F I C A T E

I, Peggy S. LaLonde, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 2nd day of December, 2019.

Peggy S. LaLonde, CSR, RPR

