

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, March 14, 2018 at 6:30 p.m.

PRESENT: Board Members: Todd Latham, Roberta Troeger, Dan Hoyt, Diane Scents, and Steve Wolf
Board Members Not Present: Bill Clemons
Staff present: Mike McCann, Director, Lisa Seeman and Bill Novicki
Public Present: Jerry Lee Grubman

MINUTES: Copies of the Board Minutes from the February 15, 2018 meeting were made available to all the Board Members. A motion was made by Roberta Troeger and seconded by Steve Wolf to accept the minutes of the February 15, 2018 meeting as presented.

MOTION CARRIED

CORRESPONDENCE: None
PUBLIC COMMENT: None

TREASURER REPORT: The following ending cash balances for February 28, 2018 were presented.

Corporate	\$ 34,638.36
Recreation	\$ 6,096.96
Paving & Lighting	\$ 14,343.27
Audit	\$ 829.93
Liability Insurance	\$ 18,204.09
Social Security	\$ 7,589.21
Unemployment/Workman's Comp	\$ 4,332.87
IMRF	\$ 7,815.14
Special Recreation Fund	\$ 22,657.78
2016 Bond (funds in checking)	\$ 559.75
2016 Bond Debt Service	<u>\$ (817.41)</u>
	\$116,249.95

2016 Bond (Capital Projects) in Money Market \$ 99,710.09

Sandwich Park Foundation Account

Pay Pal Account for Tennis Courts	\$ 22.72
Freedom Day portion	\$ 3,947.34
Foundation portion	<u>\$ 6,944.03</u>
Total in SPF Account	\$10,914.09

A motion was made by Diane Scents and seconded by Dan Hoyt to accept the Treasurer's Report as presented subject to audit.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Diane Scents, aye Todd Latham, aye
5 ayes 0 nays.

MOTION CARRIED

Personal Property Replacement Tax 2018 Estimate: \$9,198. Park District has received \$7,677.33 so far this fiscal year.

BILLS: The following bills were presented for approval.

		<u>Additional bills</u>
Corporate	\$ 6,400.58	\$ 1,240.25
Recreation	\$ 8,768.56	\$ 2,067.51
Social Security	\$ 1,316.73	\$ 842.83
IMRF	\$ 2,130.62	\$ 1,376.28
Unemployment/Workman's comp	_____	<u>\$ 1,099.00</u>

\$18,616.49 + \$ 6,625.87 = \$25,242.36 Total Bills

A motion was made by Diane Scents and seconded by Steve Wolf to approve the bills of \$18,616.49 and additional bills of \$6,625.87.

ROLL CALL VOTE:

Dan Hoyt, aye Todd Latham, aye Diane Scents, aye Roberta Troeger, aye Steve Wolf, aye
5 ayes 0 nays MOTION CARRIED

DIRECTOR'S REPORT: Mike McCann presented the Director's report as it appears in Board Packet.

COMMITTEE REPORTS:

RECREATION: Did not meet. Next scheduled meeting will be April 5, 2018. Mike McCann mentioned he asked the Coordinators, Candace and Garland to start attending the Recreation meetings.

PARKS: Meeting was on March 8, 2018. Discussed spraying contracts. Bill Novicki got quotes from a few different companies.

A motion was made by Roberta Troeger and seconded by Steve Wolf to award the spraying contract to True Green out of Plainfield at a contract price of \$8333.00.

ROLL CALL VOTE:

Dan Hoyt, aye Todd Latham, aye Diane Scents, aye Roberta Troeger, aye Steve Wolf, aye
5 ayes 0 nays MOTION CARRIED

Todd Latham mentioned he spoke with Mayor of Sandwich and the City of Sandwich is not ready to discuss the exchange of property at this time. Gletty Park Gardens will remain in the same place this summer. The city has been dealing with flooding issues at this time.

Steve Wolf mentioned Pizzo and Associates completed a successful controlled burn at Harvey Creek.

FINANCE – Todd Latham presented a Financial Policy Proposal for the board to review and make any suggestions. Will bring up for Ordinance approval at April Board Meeting. Next Finance meeting will be on March 26, 2018 after the Personnel Committee meeting.

CAPITAL DEVELOPMENT: Need to schedule a Board Members Retreat day to discuss remaining amount of Capital Plan.

PERSONNEL: Steve Wolf mentioned there needs to be a change in language for sick days. Policy needs to be revised and presented to board for review and approval after discussion Steve Wolf will continue to work on language with Mike McCann, Director and present for next Board Meeting.

A motion was made by Roberta Troeger and seconded by Diane Scents to accept the resignation of Lisa Seeman, Board Secretary/Treasurer effective March 16, 2018.

MOTION CARRIED

UNFINISHED BUSINESS: Veteran's Park Gazebo Repair Project: Bill Novicki got 4 different quotes to complete the repairs needed at the Veteran's Park Gazebo.

A motion was made by Roberta Troeger and seconded by Diane Scents to accept the O'Malley Welding and Fabricating, Inc. quote of \$14,040 for fabrication, sandblast and powder coating. This money will come out of the capital plan account 10-524. Agreed to have the railing in the color white.

ROLL CALL VOTE:

Dan Hoyt, aye Todd Latham, aye Diane Scents, aye Roberta Troeger, aye Steve Wolf, aye
5 ayes 0 nays MOTION CARRIED

Painting of Gazebo white with green accents will be discussed at a later board meeting.

NEW BUSINESS: FOIA and OMA Training for Director.

A motion was made by Steve Wolf and seconded by Diane Scents to approve Mike McCann, Director as the FOIA officer for the Sandwich Park District. Mike McCann will need to take the online FOIA and OMA training.

MOTION CARRIED

Reminder to all Board Members to complete the Statement of Economic Interest.

Chamber of Commerce requesting \$1000 donation from Sandwich Park Foundation to help pay for Holiday decorations for the downtown area.

A motion was made by Steve Wolf and seconded by Dan Hoyt to donate \$1000 to Chamber of Commerce for Holiday decoration for the downtown area, money to come out of the Freedom Day portion of the Sandwich Park Foundation account.

ROLL CALL VOTE:

Dan Hoyt, aye Todd Latham, aye Diane Scents, aye Roberta Troeger, aye Steve Wolf, aye
5 ayes 0 nays MOTION CARRIED

Mike McCann, Director would like to have Preschool come up with idea for a new mascot for the park district. Todd Latham suggested contacting IVVC to have high school students' complete graphic design of mascot.

It was brought to the Board attention regarding a Notice of Property Tax Exemption for the new YMCA property.

Mike McCann mentioned he and Candace, Activity Coordinator, have discussed possible after school care at Administration office.

There being no further business, a motion was made by Diane Scents and seconded by Steve Wolf to adjourn the meeting at 8:30 pm. The next regular meeting will be held on April 11, 2018 at 6:30 pm.

MOTION CARRIED

Todd Latham – President

Lisa Seeman – Secretary/Treasurer