

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, May 9, 2018 at 6:30 p.m.

PRESENT: Board Members: Todd Latham, Roberta Troeger, Bill Clemons, Steve Wolf, Dan Hoyt, Jerry Lee Grubman and Diane Scents

Staff present: Mike McCann, Director, Starr Frederick, and Bill Novicki

MINUTES: Copies of the Board Minutes from the April 11, 2018 meeting were made available to all the Board Members. A motion was made by Steve Wolf and seconded by Jerry Lee Grubman to accept the minutes of the April 11, 2018 meeting as corrected.

MOTION CARRIED

CORRESPONDENCE: A thank you note was received from the Civil War Re-enactors.

PUBLIC COMMENT: None

TREASURER REPORT: The following ending cash balances for April 30, 2018 were presented.

Corporate	\$ 9,600.88
Recreation	\$ 1,541.79
Paving & Lighting	\$ 14,350.03
Audit	\$ 830.32
Liability Insurance	\$ 18,212.66
Social Security	\$ 4,064.07
Unemployment/Workman’s Comp	\$ 25.09
IMRF	\$ 2,700.28
Special Recreation Fund	\$ 22,668.45
2016 Bond (funds in checking)	\$ -3,146.50
2016 Bond Debt Service	<u>\$ 2.59</u>
	\$ 70,849.66

2016 Bond (Capital Projects) in Money Market \$ 99,751.75

Sandwich Park Foundation Account

Pay Pal Account for Tennis Court	\$ 22.72
Freedom Day portion	\$ 3,947.34
Foundation portion	<u>\$ 7,579.76</u>
Total in SPF Account	\$ 11,527.10

A motion was made by Diane Scents and seconded by Roberta Troeger to accept the Treasurer’s Report as presented subject to audit.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Bill Clemons, aye Todd Latham, aye Jerry Lee Grubman, aye Diane Scents, aye

7 ayes 0 nays.

MOTION CARRIED

BILLS: The following bills were presented for approval.

Corporate	\$12,972.10	-
Recreation	\$18,506.73	
Social Security	\$ 1,773.65	
IMRF	\$ 2,366.24	
2016 Bond	<u>\$ 3,156.25</u>	
	\$38,744.97	Total Bills

A motion was made by Dan Hoyt and seconded by Diane Scents to approve the bills of \$38,744.97 as presented.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Bill Clemons, aye Todd Latham, aye Jerry Lee Grubman, aye Diane Scents, aye

7 ayes 0 nays.

MOTION CARRIED

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

Mike McCann highlighted some of the items in his report including his health issues, softball field restoration and possibility of a mobile food pantry site here in Sandwich.

Steve Wolf questioned Mike McCann on the new position of a youth/teen instructor that is being advertised. Mike explained it will be funded from money being saved by closing at 5:00 p.m. and no Saturday hours. Steve explained that normally this would have been brought to the Board before any action was taken.

COMMITTEE REPORTS:

RECREATION: Diane Scents did not have her notes with her. The committee will be meeting next month.

PARKS: Bill Novicki explained what improvements were made to softball fields #1 and #5. A new mix has been added and so far, it appears to be draining well.

Augustine Brothers have advised they will be painting the gazebo as soon as the weather settles down which should be about mid-May.

Todd Latham advised that he had been misstated in a newspaper article regarding where the funds were coming from for the gazebo improvements. The Park District will be responsible for all improvements, not the city.

Bill Clemons reported on some tree issues. The Art Bohr memorial tree at Memorial Park needs to be taken down. Bill Novicki has spoken to his son and reported that the family would like to replace the tree and would be amicable to it being placed in another location at the park.

The office has been contacted by a Knights Park neighbor concerning the native plants garden in the northwest corner. She has noticed that it is not being cared for and has offered to help. At this time, no word has been received from the Pinkous family as to whether they are interested in continuing to upkeep the garden. Todd Latham advised that if the neighbor would like to help, she should sign a volunteer form.

It was asked as to when tree memorials, etc. are no longer the burden of the Park District. Bill Novicki read what was currently in the policy. Todd Latham felt the policy needed to be updated so that it reflects how long a memorial is kept up by the District before it becomes a financial burden.

Bill Clemons advised that a vehicle ran through the park sign at Milestone Park. The 4x4's were broken off and some shrubbery damaged. A police report has been made.

FINANCE: The budget ordinance has been drafted from numbers presented at the last meeting. This ordinance shows an approximate deficit in Recreation of \$29,000. Roberta Troeger was not comfortable with this but Todd Latham advised that it could be amended prior to adoption next month.

Steve Wolf presented his annual tax comparison based on his personal tax bill.

CAPITAL DEVELOPMENT: Nothing

PERSONNEL: Staff reviews will begin next week and presented to the personnel committee for review. Bill Novicki advised that he has one maintenance position left to fill.

UNFINISHED BUSINESS: Fire Department Request: A motion was made by Steve Wolf and seconded by Bill Clemons to donate \$500 towards a bounce house for the 4th of July celebration. This will be taken from Foundation funds.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Bill Clemons, aye Todd Latham, aye
Jerry Lee Grubman, aye Diane Scents, aye
7 ayes 0 nays.

MOTION CARRIED

Planning Meeting June 2, 2018: A reminder was made of the planning meeting on June 2nd to discuss capital planning. Todd Latham asked for topics from the commissioners to be included on the agenda. Some items suggested were the bike path, RecTrac upgrade, marketing plan and dog park.

NEW BUSINESS: Executive Session Personnel: A motion was made by Diane Scents and seconded by Roberta Troeger to enter into executive session at 8:02 p.m. under 5 ILCS 120/2 (c) (1) for the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers, and legal counsel for the park district.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Bill Clemons, aye Todd Latham, aye
Jerry Lee Grubman, aye Diane Scents, aye
7 ayes 0 nays.

MOTION CARRIED

A motion was made by Steve Wolf and seconded by Bill Clemons to exit executive session at 8:27 p.m.

ROLL CALL VOTE:

Dan Hoyt, aye Steve Wolf, aye Roberta Troeger, aye Bill Clemons, aye Todd Latham, aye Jerry Lee Grubman, aye Diane Scents, aye
7 ayes 0 nays.

MOTION CARRIED

USE OF PARK DISTRICT VANS: Dan Hoyt advised that the Tourism Committee would like to use the District vans to drive committee members around Sandwich on May 24th. The vans would be driven by Park District employees.

A motion was made by Dan Hoyt and seconded by Diane Scents to allow the use of the vans.

MOTION CARRIED

There being no further business, a motion was made by Steve Wolf and seconded by Diane Scents to adjourn the meeting at 8:37 pm. The next regular meeting will be held on June 13, 2018 at 6:30 pm.

MOTION CARRIED

The reorganizational meeting followed the regular meeting.

Todd Latham – President

Starr Frederick, Acting Secretary