

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, July 10, 2019 at 6:30 p.m.

**PRESENT:** Board Members: Roberta Troeger, Bill Clemons, Jake Pruski, Shaun Legge, and Diane Scents. Absent: Todd Latham and Dan Hoyt.  
Staff present: Mike McCann, Director, Angela Seville and Bill Novicki.

**AGENDA:** A motion was made by Diane Scents and seconded by Bill Clemons to approve placing the Executive Session after New Business then returning to regular order.

5 ayes, 0 nays

MOTION CARRIED

**MINUTES:** Copies of the Board Minutes from the June 12, 2019 meeting were made available to all the Board Members. A motion was made by Diane Scents and seconded by Bill Clemons to accept the minutes of the June 12, 2019 meeting as presented.

5 ayes, 0 nays

MOTION CARRIED

**CORRESPONDENCE:** Mike McCann mentioned that there was positive feedback from the Freedom Days event.

Bill Novicki helped set up the movie screen at Genoa Days and has received a thank you and gift card.

**PUBLIC COMMENT:** None

**TREASURER REPORT:** The following ending cash balances for June 30, 2019 were presented.

Corporate	\$ 78,295.31
Recreation	\$ 27,894.35
Paving & Lighting	\$ 17,788.19
Audit	\$ 5,984.55
Liability Insurance	\$ 39,680.21
Social Security	\$ 17,493.53
Unemployment/Workman's Comp	\$ 25,828.69
IMRF	\$ 19,403.93
Special Recreation Fund	\$ 76,678.29
2016 Bond (funds in checking)	\$ 53.86
2016 Bond Debt Service	<u>\$ 56,950.89</u>
	\$366,051.80

**2016 Bond (Capital Projects) in Money Market** \$ 70,369.61

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

**ROLL CALL VOTE:**

Jake Pruski, aye Diane Scents, aye Shaun Legge, aye Bill Clemons, aye Roberta Troeger, aye  
5 ayes, 0 nays

MOTION CARRIED

**BILLS:** The following bills were presented for approval.

Corporate	\$ 11,154.71	
Recreation	\$ 30,380.46	
Social Security	\$ 1,854.44	
Unemployment/Workman's Comp	\$ 844.50	
IMRF	\$ 2,209.93	
Special Recreation	\$ 2,925.70	
2016 Bond Capital Project	\$ 1,182.28	
2016 Bond-Debt Service	<u>\$ 2,784.35</u>	
	\$ 53,336.37	Total Bills

A motion was made by Jake Pruski and seconded by Bill Clemons to accept the bills as presented subject to audit.

**ROLL CALL VOTE:**

Diane Scents, aye Shaun Legge, aye Bill Clemons, aye Roberta Troeger, aye Jake Pruski, aye  
5 ayes, 0 nays

**MOTION CARRIED**

Discussed the following line items; KKC Managed Solutions- more information is requested regarding the charges and ownership of the unit, Camp T-Shirts- a breakdown of the shirts needs to be recorded on each camp budget, Softball Banners- what type of banners these where and the intended use.

**DIRECTOR'S REPORT:** A copy of the Director's report was made available to all Board Members.

**COMMITTEE REPORTS:**

**RECREATION:** Diane Scents reported that she had attended the Missoula Theatre Camp production and it was well presented. Without the funding from the DCCF Grant, the Theatre Camp would not have been successful.

**BUILDINGS & GROUNDS:** Met prior to the Board meeting. Jake Pruski reported that the committee discussed the ADA improvements, softball, Patriots Park roof repair, Girl Scout Free Library, Park Flooding, Sealcoating and Committee Roles and Responsibilities. Bill Novicki will be contacting companies for sealcoating bids. Bill Clemons suggested that each committee member be responsible for a specific park that they would then check regularly and act as liaison for any issues.

Bill Novicki offered to give a tour to all the different parks for anyone interested. Park tours are offered to community members upon request. All board members agreed that we should continue to offer tours of the different parks to the community.

**FINANCE:** Next meeting will be on August 14, 2019 at 5:30 p.m.

**CAPITAL DEVELOPMENT:** None

**RISK MANAGEMENT:** None

LAW AND ORDER/SAFETY: None

PERSONNEL: None

**UNFINISHED BUSINESS:**

Committee Goals FY2019-2020: Will discuss in more detail at the August meeting.

Capital Plan Review and Prioritization: Mike McCann presented a power-point presentation including handouts on the most recent Capital Plan. The Capital Plan will need to be updated with current information. Board members were asked to prioritize projects so we can prepare for future bonding.

Knights Park ADA Project: Sealed bids were received on July 2, 2019 for the David A Francis Center/Knights Park ADA Improvements. Building and Grounds Committee recommended to complete the interior door work and to complete the exterior earthwork and paving at a later date. It was also recommended to have the concrete slab and entry completed at the same time as the door replacement.

A motion was made by Bill Clemons and seconded by Jake Pruski to approve the bid dated July 2, 2019 for the David A. Francis Center ADA Improvements to Lite Construction, Inc. in the amount of \$29,750.00 to conduct the services of base bid consisting of door replacement and general carpentry.

**ROLL CALL VOTE:**

Shaun Legge, aye Bill Clemons, aye Roberta Troeger, aye Jake Pruski, aye Diane Scents, aye  
5 ayes, 0 nays MOTION CARRIED

**NEW BUSINESS:**

Freedom Days: Mike McCann reported that the Freedom Days events were successful and he received much positive feedback on the event. Discussed having additional community members join the Freedom Days committee to offer suggestions and work together on all events. Additional volunteers would be helpful as more events are added each year.

A Freedom Days budget was handed out and reviewed. These events are a way to give back to the community and not intended as a break even event.

RKM Fireworks Company has agreed to return next year and that the cost of the fireworks would remain the same.

Freedom Days will be held the weekend before the 4<sup>th</sup> next year on June 27 & 28, 2020 as the 4<sup>th</sup> of July will be on a Saturday. Parade winners were also announced and Mike will contact them.

A motion was made by Bill Clemons and seconded by Shaun Legge to suspend the regular order of business and enter into Executive Session for Personnel under 5 ILCS 120/2 2 (c) (1) for the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers, and legal counsel for the park district. Time being 8:20 p.m.

**ROLL CALL VOTE:**

Roberta Troeger, aye Jake Pruski, aye Diane Scents, aye Shaun Legge, aye Bill Clemons, aye  
5 ayes, 0 nays MOTION CARRIED

A motion was made by Diane Scents and seconded by Bill Clemons to exit the executive session and return to regular order of business at 8:58 p.m.

ROLL CALL VOTE:

Roberta Troeger, aye Jake Pruski, aye Diane Scents, aye Shaun Legge, aye Bill Clemons, aye  
5 ayes, 0 nays MOTION CARRIED

There being no further business, a motion was made by Diane Scents and seconded by Shaun Legge to adjourn the meeting at 8:59 p.m.

The next regular board meeting will be held on August 14, 2019 at 6:30 pm.

5 ayes 0 nays MOTION CARRIED

Roberta Troeger, Vice-President

Angela Seville, Secretary