

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, January 11, 2023 at 6:30 p.m.

PRESENT: Board Members: Shaun Legge, Roberta Troeger, Diane Scents, Bill Clemons, Dan Hoyt, John Fincham

Staff present: Executive Director, Bill Novicki and Board Secretary/Treasurer, Angela Seville

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from December 14, 2022 were made available to all Board Members.

A motion was made by Diane Scents and seconded by John Fincham to accept the minutes of the December 14, 2022 Board meeting as presented.

ROLL CALL VOTE:

Shaun Legge, aye	Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye
Dan Hoyt, aye	John Fincham, aye		
6 ayes, 0 nays			

MOTION CARRIED

CORRESPONDENCE: None

PUBLIC COMMENT: None

TREASURER REPORT: The following ending cash balances for December, 2022 were presented.

Corporate	\$149,000.23
Recreation	\$165,008.31
Paving & Lighting	\$ 17,155.14
Audit	\$ 6,468.60
Liability Insurance	\$ 10,633.82
Social Security	\$ 15,685.45
Unemployment/Workman's Comp	\$ 38,071.78
IMRF	\$ 34,786.83
Special Recreation Fund	\$ 59,650.43
2020 Bond (funds in checking)	\$ 50.60
2020 Bond Debt Service Fund	<u>\$ 1,292.76</u>
	\$498,224.06

2020 Bond (Capital Projects) in Money Market \$ 302,477.20

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

ROLL CALL VOTE:

Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye	Dan Hoyt, aye
John Fincham, aye	Shaun Legge, aye		
6 ayes, 0 nays			

MOTION CARRIED

BILLS: The following bills were presented for approval.

Corporate Fund	\$	12,334.20	
Recreation Fund	\$	9,013.48	
Liability Insurance Fund	\$	28,365.00	
Social Security Fund	\$	1,931.18	
Unemployment/Workmans Comp	\$	155.75	
IMRF Fund	\$	2,354.26	
2020 Bond-Debt Service Fund	\$	121,766.44	
	\$	175,920.31	Total Bills

A motion was made by Diane Scents and seconded by John Fincham to accept the bills as presented subject to audit.

ROLL CALL VOTE:

Diane Scents, aye Bill Clemons, aye Dan Hoyt, aye John Fincham, aye
Shaun Legge, aye Roberta Troeger, aye
6 ayes, 0 nays

MOTION CARRIED

DIRECTOR'S REPORT: A copy of the Director's report was made available to all Board Members. Executive Director, Bill Novicki noted that registration and program revenue has been good since the winter/spring program guide has opened up. Staff have completed CPR training. The ice rink was opened for a short time, but due to warmer weather has recently been closed. We continue to offer the community service work program and had 32 workers in 2022. Discussed a vacant lot near Harvey Creek that may be donated to the park district.

COMMITTEE REPORTS:

RECREATION: None

BUILDINGS & GROUNDS: None

FINANCE: None

CAPITAL DEVELOPMENT: None

RISK MANAGEMENT: None

LAW AND ORDER/SAFETY: None

PERSONNEL: None

UNFINISHED BUSINESS:

Sandwich Baseball Association Lease Agreement Draft Review: Executive Director, Bill Novicki noted that Sandwich Baseball Association has a copy of the revised agreement for review. We will discuss again at next month's meeting.

Milestone Dog Park Plan Review: Reviewed the existing plans for the Dog Park before going out to rebid. Discussed having the water line completed as this would go under the parking lot and contacting IVVC for possible completion of slab work for memorial area.

A motion was made by Diane Scents and seconded by Roberta Troeger to have the existing plans for the Dog Park revised to include two alternates; one for the memorial pad/walk and one for the water fountain.

ROLL CALL VOTE:

Bill Clemons, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye
Roberta Troeger, aye Diane Scents, aye
6 ayes, 0 nays

MOTION CARRIED

Assessment Appeals Update: Executive Director, Bill Novicki noted that an appraisal for the Walgreens property was completed that shows the value of the property to be the same as the previous year with no decrease in value; the cost for the IGA appraisal will be split between all entities. The tax decrease was denied.

NEW BUSINESS:

Executive Session: A motion was made by Diane Scents and seconded by Dan Hoyt at 7:11 p.m. to suspend the regular order of business and enter into Executive Session 5 ILCS 120/2(c)(11), for litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

ROLL CALL VOTE:

Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Roberta Troeger, aye
Diane Scents, aye Bill Clemons, aye
6 ayes, 0 nays

MOTION CARRIED

A motion was made by Bill Clemons and seconded by Diane Scents to exit executive session and return to regular session at 7:35 p.m.

ROLL CALL VOTE:

John Fincham, aye Shaun Legge, aye Roberta Troeger, aye Diane Scents, aye
Bill Clemons, aye Dan Hoyt, aye
6 ayes, 0 nays

MOTION CARRIED

Milestone Parking Lot Litigation: A motion was made by Diane Scents and seconded by John Fincham to recommend to proceed with action item #1 as discussed in executive session.

ROLL CALL VOTE:

Shaun Legge, aye Roberta Troeger, aye Diane Scents, aye Bill Clemons, nay
Dan Hoyt, aye John Fincham, aye
5 ayes, 1 nays

MOTION CARRIED

A motion was made by Diane Scents and seconded by John Fincham to recommend to proceed with action item #2 as discussed in executive session.

ROLL CALL VOTE:

Roberta Troeger, aye Diane Scents, aye Bill Clemons, aye Dan Hoyt, aye
John Fincham, aye Shaun Legge, aye
6 ayes, 0 nays

MOTION CARRIED

State Grant Update: The check for the State Grant was received this week with the amount being split between the appropriate funds. An additional report will need to be filed at the end of the month to complete the requirements.

Approval of IGA with City of Sandwich-Coalition for Tax Appeals: A motion was made by Roberta Troeger and seconded by Bill Clemons to approve the Intergovernmental Agreement with the City of Sandwich for the purpose to review, monitor, contest and defend the assessed valuation of property located in Sandwich Township.

ROLL CALL VOTE:

Diane Scents, aye Bill Clemons, aye Dan Hoyt, aye John Fincham, aye
Shaun Legge, aye Roberta Troeger, aye
6 ayes, 0 nays

MOTION CARRIED

2023 Pizzo Stewardship Proposal: A motion was made by Diane Scents and seconded by Dan Hoyt to approve the 2023 Harvey Creek Stewardship agreement with Pizzo and Associates, Ltd. of Leland, IL in the amount of \$7,055.04 payable from the bond fund.

ROLL CALL VOTE:

Bill Clemons, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye
Roberta Troeger, aye Diane Scents, aye
6 ayes, 0 nays

MOTION CARRIED

2023 Pizzo Brush Proposal: A proposal from Pizzo & Associates was presented for Tree and Brush Clearing for 2023 at Harvey Creek Park in the amount of \$11,889.51 to cut, stump treat and remove invasive brush. Discussed why this is needed and why this was not part of the original contract. Would be good to have areas of suggested removal marked out and remove during a burn year or when time allows.

A motion was made by Bill Clemons and seconded by John Fincham to deny the proposal from Pizzo & Associates for Tree & Brush clearing and to authorize Executive Director, Bill Novicki to reach out to Pizzo and Associates for additional information regarding such need.

ROLL CALL VOTE:

Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Roberta Troeger, aye
Diane Scents, aye Bill Clemons, aye
6 ayes, 0 nays

MOTION CARRIED

2023 Fireworks Discussion: The cost for fireworks this year is expected to increase by \$1,500.00-\$2,000.00 over previous years.

Festival of Trees Recap: Executive Director, Bill Novicki reported that the Festival of Trees event was very good this year. The trees were displayed throughout the month of December at the Classic Cinema theater. There were many positive comments by all involved and the venue was well liked.

IAPD/IPRA Annual Conference Update: The annual conference will be held from January 26-28. Staff and commissioners attending are all set up and have looked through the schedule for available sessions to attend.

New Board Member Discussion: A motion was made by Diane Scents and seconded by Bill Clemons to table the discussion on new board members.

ROLL CALL VOTE:

John Fincham, aye Shaun Legge, aye Roberta Troeger, aye Diane Scents, aye
Bill Clemons, aye Dan Hoyt, aye
6 ayes, 0 nays

MOTION CARRIED

Executive Session: A motion was made by Roberta Troeger and seconded by Diane Scents at 8:05 p.m. to suspend the regular order of business and enter into Executive Session 5 ILCS 120/2(c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

ROLL CALL VOTE:

Shaun Legge, aye Roberta Troeger, aye Diane Scents, aye Bill Clemons, aye
Dan Hoyt, aye John Fincham, aye
6 ayes, 0 nays

MOTION CARRIED

A motion was made by Bill Clemons and seconded by Diane Scents to exit executive session and return to regular session at 8:20 p.m.

ROLL CALL VOTE:

Roberta Troeger, aye Diane Scents, aye Bill Clemons, aye Dan Hoyt, aye
John Fincham, aye Shaun Legge, aye
6 ayes, 0 nays

MOTION CARRIED

Review of Closed Session Minutes: After review of Executive Session Board minutes, a motion was made by Diane Scents and seconded by Bill Clemons to release the following minutes:

March 9, 2022 (B)
April 13, 2022 (A)
April 20, 2022
June 8, 2022
July 13, 2022 (A)
July 13, 2022 (B)
July 13, 2022 (C)
September 14, 2022 (B)

ROLL CALL VOTE:

Diane Scents, aye Bill Clemons, aye Dan Hoyt, aye John Fincham, aye
Shaun Legge, aye Roberta Troeger, aye
6 ayes, 0 nays

MOTION CARRIED

There being no further business, a motion was made by Diane Scents and seconded by Bill Clemons to adjourn the meeting at 8:21 p.m.

ROLL CALL VOTE:

Bill Clemons, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye

Roberta Troeger, aye Diane Scents, aye

6 ayes, 0 nays

MOTION CARRIED

The next regular board meeting will be held on February 8, 2023 at 6:30 pm.

Shaun Legge, President

Angela Seville, Secretary