

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, July 12, 2023 at 6:30 p.m.

PRESENT: Board Members: Shaun Legge, Diane Scents, Dan Hoyt, John Fincham and Brad Knepper

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

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from June 14, 2023 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 June 14, 2023 Board meeting as presented.

ROLL CALL VOTE:

Shaun Legge, aye Diane Scents, aye Dan Hoyt, aye John Fincham, aye

4 ayes, 0 nays

MOTION CARRIED

OATH OF OFFICE OF APPOINTED BOARD COMMISSIONER:

A motion was made by Diane Scents and seconded by Dan Hoyt to appoint Brad Knepper, Commissioner of the Sandwich Park District, to the vacant 4-year unexpired term.

ROLL CALL VOTE:

Diane Scents, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye

4 ayes, 0 nays

MOTION CARRIED

The Oath of office was administered to Brad Knepper by Board President, Shaun Legge.

CORRESPONDENCE: None

PUBLIC COMMENT: Eric Terlep was present and introduced himself to the board members and expressed his interest in the vacant board position.

TREASURER REPORT: The following ending cash balances for June, 2023 were presented.

Corporate	\$188,246.96
Recreation	\$195,767.53
Paving & Lighting	\$ 18,457.03
Audit	\$ 8,893.27
Liability Insurance	\$ 24,348.30
Social Security	\$ 15,968.23
Unemployment/Workman's Comp	\$ 37,164.79
IMRF	\$ 38,269.15
Special Recreation Fund	\$ 89,158.37
2020 Bond (funds in checking)	\$ 44.57
2020 Bond Debt Service Fund	<u>\$ 63,511.00</u>
	\$679,829.20

2020 Bond (Capital Projects) in Money Market \$ 334,798.17

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

ROLL CALL VOTE:

Brad Knepper, abstain Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Diane Scents, aye
4 ayes, 1 abstain, 0 nays MOTION CARRIED

BILLS: The following bills were presented for approval.

Corporate Fund	\$	14,339.16
Recreation Fund	\$	18,122.07
Social Security Fund	\$	2,028.91
Unemployment/Workmans Comp	\$	436.79
I.M.R.F. Fund	\$	1,653.02
Special Recreation Fund	\$	18,127.71
2020 Bond-Capital Proj. Fund	\$	881.88
2020 Bond-Debt Service Fund	\$	5,283.41
	\$	60,872.95 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:

Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Diane Scents, aye Brad Knepper, abstain
4 ayes, 1 abstain, 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 the first music in the park was held in June and all went well. The fall brochure should be completed soon. Recreation staff met with the new owners of the indoor storage facility as they are planning a community event that we will be partnering with.

COMMITTEE REPORTS:

RECREATION: Committee Chair, Diane Scents noted that a meeting was held in July and discussed programming and the fall brochure.

BUILDINGS & GROUNDS: Committee Chair, Dan Hoyt noted that a meeting was held in July and discussed the dog park, park inspections and the replacement of the mower.

FINANCE: None

CAPITAL DEVELOPMENT: Committee Chair, John Fincham noted that a meeting was held prior to tonight's meeting and discussed playground replacement and capital development projects.

RISK MANAGEMENT: None

LAW AND ORDER/SAFETY: None

PERSONNEL: None

UNFINISHED BUSINESS:

Dog Park: Construction of the dog park is moving along well. The asphalt should be completed in August along with restoration work. Preliminary items have been ordered and locks were put on gates as there had been unauthorized access in the park. Discussed the registration process, permit requirements and annual fee.

NEW BUSINESS:

Electric Issue at Milestone Park: The power line had been damaged during the installation of the fence. The line is a city owned line and not Com Ed, we are working with the contractor and city to resolve the issue.

Freedom Days Update: The events were successful with positive feedback. Discussed updates/changes for next years events such as increased entry fee and adding trash removal to the estimated budget expenses.

Approve Tebrugge Engineering Invoice: Reviewed the invoice received for services for the Milestone Park project.

A motion was made by Diane Scents and seconded by Dan Hoyt to approve the Tebrugge Engineering invoice in the amount of \$910.00, payable from the 2020 Bond Fund.

ROLL CALL VOTE:

John Fincham, aye Shaun Legge, aye Diane Scents, aye Brad Knepper, abstain Dan Hoyt, aye
4 ayes, 1 abstain, 0 nays MOTION CARRIED

Increase Investment Opportunities: Board Secretary/Treasurer, Angela Seville recommended that the board review the excess funds available for additional investment into the Illinois Funds accounts.

A motion was made by Diane Scents and seconded by Shaun Legge to invest \$50,000.00 from the Corporate Fund into the Illinois Funds Corporate Account and \$25,000.00 from the Recreation Fund into the Illinois Funds Recreation Account.

ROLL CALL VOTE:

Shaun Legge, aye Diane Scents, aye Brad Knepper, aye Dan Hoyt, aye John Fincham, aye
5 ayes, 0 nays MOTION CARRIED

IParks Park Inspection Discussion: The IParks park inspection was recently completed with the only recommendation of Henderson Park basketball court, which is already on the Capital Plan for park renovation.

Discussion of Future Appointments to the Board of Commissioners: The board still has two vacant commissioner seats on the board. There are a couple of potential candidates that may be interested.

Executive Session: A motion was made by Diane Scents and seconded by Dan Hoyt at 7:23 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:

Diane Scents, aye Brad Knepper, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye
5 ayes, 0 nays MOTION CARRIED

A motion was made by Dan Hoyt and seconded by Diane Scents to exit executive session and return to regular session at 7:34 p.m.

ROLL CALL VOTE:

Diane Scents, aye Brad Knepper, aye Dan Hoyt, aye John Fincham, aye Shaun
Legge, aye
5 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 John Fincham to release the following minutes:

November 10, 2021
May 11, 2022
September 14, 2022
January 11, 2023 (A)
January 11, 2023 (B)
February 8, 2023
March 8, 2023 (A)
March 8, 2023 (B)
April 29, 2023
May 10, 2023

ROLL CALL VOTE:

Diane Scents, aye Brad Knepper, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye
5 ayes, 0 nays MOTION CARRIED

There being no further business, a motion was made by Diane Scents and seconded by John Fincham to adjourn the meeting at 7:36 p.m.

5 ayes, 0 nays MOTION CARRIED

The next regular board meeting will be held on August 9, 2023 at 6:30 pm.

Shaun Legge, President

Angela Seville, Board Secretary