

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, November 12, 2009 at 7:00 p.m.

PRESENT: Steve Wolf, Roberta Troeger, Bill Clemons, Elizabeth Curtis, Leigh Lederman, Diana Rud and Jennifer Roberts (arriving at 7:19 p.m.)

VISITORS: Jake Saltzman from First Response to discuss his findings on the drainage problems at Memorial Park. After getting a map from Gene Frieders of the Drainage District he found that the service lateral thought to run from north to south along the west boundary of the park did not exist. Another deep manhole was found associated with a 30” abandoned pipe running under the diamonds. He suggested that a sand slurry mix could be pumped into the 30” pipe to keep the pipe from collapsing in the future. Cost would be around \$16,000. A look at the manhole near the parking lot showed that it was only a catch basin with a couple of pipe runs off it. The catch basin is filled with mud and would need to be cleaned out to determine if there are any other pipes lower. It was thought that the manhole connected to a drainage tile running north to south in the swale between the diamonds but this does not seem to be the case. Saltzman will report back on his findings. A neighbor of the park, Jerry Mall, also gave information on the drainage problems.

MINUTES: Copies of the minutes of the October 8, 2009 meeting were made available to all Board members. A motion was made by Jennifer Roberts and seconded by Elizabeth Curtis to accept the minutes of the October 8, 2009 meeting as presented.

MOTION CARRIED

TREASURER’S REPORT: The following fund balances were presented:

| | |
|-----------------------------|---------------|
| Corporate Fund | \$ 117,847.35 |
| Recreation Fund | \$ 101,448.62 |
| Paving/Lighting Fund | \$ 17,482.77 |
| Audit Fund | \$ 7,812.47 |
| Liability Insurance Fund | \$ 31,554.98 |
| Social Security Fund | \$ 39,259.71 |
| Unemployment Insurance Fund | \$ 28,875.33 |
| I.M.R.F. Fund | \$ 15,788.15 |
| 2004 Bond Capital Projects | \$ 99,632.17 |
| 2006 Bond Capital Projects | \$ 208,359.71 |
| 2008 Bond Capital Projects | \$ 196,500.00 |
| 2008 Bond Debt Service | \$ 98,300.90 |

A motion was made by Diana Rud and seconded by Leigh Lederman to accept the Treasurer’s Report as presented subject to audit.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye

Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

BILLS: The following bills were presented for payment:

| | |
|------------------------|------------------|
| Corporate Fund | \$ 22,050.72 |
| Recreation Fund | \$ 13,826.52 |
| Audit Fund | \$ 2,500.00 |
| Social Security Fund | \$ 677.30 |
| Bond Debt Service Fund | \$106,114.17 |
| Bond Fund | \$ 26,357.58 |
| <u>I.M.R.F Fund</u> | <u>\$ 716.83</u> |
| Total Bills: | \$172,504.56 |

A motion was made by Roberta Troeger and seconded by Leigh Lederman to pay the bills as presented.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye
Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

COMMITTEE REPORTS: RECREATION: Director Warren Spurgeon and members of the recreation committee have been looking at different buildings in the area that might help with programming, especially sports programs. Joe Fraser has offered his 40' x 80' Quonset building on Route 34. The Park District would be responsible for any improvements and utilities. Another warehouse on Duvick Avenue is available.

Plans for the Festival of Trees are coming along well with approximately 27 businesses responding to set up a tree. Responses from craft vendors are also beginning to come in.

PARKS: Director Warren Spurgeon reported that limestone has been spread on the trail at Harvey Creek Conservation Area and that more may be needed on the east end. It was suggested that possible an edging could be put down to keep the limestone from washing out when the area retains water.

The diamonds at Milestone and Memorial have been tilled for next year and trees that were purchased from Redbud Nursery have been planted at Westfield Park and Memorial Park. Miller Sealcoating has repaired the crack on the tennis courts.

PERSONNEL: Steve Wolf reported that Carol Pruski has returned to work following her knee surgery. She will be working around her therapy appointments.

Steve Wolf reminded the Board that the director is coming up on his 90-day probation and that he would like to discuss this in executive session.

Kyle Murphy will be taking over the position of sports coordinator in January that is currently held by Jay Miller.

FINANCE: Steve Wolf reported that the finance committee met last week and that the budget is looking good at this point. Diana Rud and Warren Spurgeon will be attending a finance workshop next Wednesday.

CAPITAL DEVELOPMENT: Warren Spurgeon has spoken to John Vann today. He had met with the city with them suggesting that the Park District would be better off with the property nearer Fairwinds Boulevard for better access to utilities. John Vann is waiting for direction from the Board as to where to concentrate his efforts. A committee meeting is scheduled for November 23 to begin working on priorities.

OLD BUSINESS: FLOOR DAMAGE: Some floor damage has been reported at the Dummer gym from dragging the portable hoops into position. Warren Spurgeon is trying to get an estimate as to what it will cost to repair the damage.

TENNIS COURT REPAIR: Work has been finished on repairing the crack on the tennis courts at Milestone Park.

DUTCH ACRES PARK: No communication has been received from Dan Kramer concerning the Dutch Acres Park.

NEW BUSINESS: CONFERENCE: Discussion took place as to whether the Park District should pay for spouse tickets to attend the conference. It was decided that Board members would need to pay for their spouse's ticket and meals.

FREEDOM OF INFORMATION OFFICER: A motion was made by Jennifer Roberts and seconded by Leigh Lederman to appoint Starr Frederick and Warren Spurgeon as Freedom of Information officers.

MOTION CARRIED

ADVERTISING: Warren Spurgeon has been working with Jane Tune of WSPY radio station to promote the Park District programs. Cost would be \$406.00 per month. A motion was made by Diana Rud and seconded by Jennifer Roberts to contract with WSPY radio for advertising at a cost of \$406.00 per month.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye
Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

HOLIDAY DINNER AND STAFF STIPENDS: Several area restaurants were considered for the annual holiday dinner. Information will be sought from TimberCreek Suites as to their availability on Thursday, December 17th. Staff stipends will remain the same as last year.

FIRST RESPONSE BILL: It was decided to hold the bill from First Response until a map of Memorial Park drainage has been provided.

OFFICE EQUIPMENT PURCHASE: Warren Spurgeon had sought quotes from area businesses for a new desk. As the money is in the budget, the Board approved the purchase and asked that he buy locally.

PURCHASE OF NEW FORD PICKUP: A new Ford F-150 pickup has been purchased from Gjovik's through state purchasing. The Chevy S-10 has been having transmission problems, but if it can be repaired inexpensively, will remain in service.

A motion was made by Liz Curtis and seconded by Diana Rud to enter into executive session for personnel matters at 9:55 p.m.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye
Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

A motion was made by Liz Curtis and seconded by Diana Rud to return to the regular meeting at 10:10 p.m.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye
Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

After consideration of Warren Spurgeon's 90-day review, a motion was made by Liz Curtis and seconded by Diana Rud to keep Warren Spurgeon as the director with a pay increase as was previously discussed.

ROLL CALL VOTE:

Steve Wolf, aye Roberta Troeger, aye Jennifer Roberts, aye Bill Clemons, aye
Liz Curtis, aye Diana Rud, aye Leigh Lederman, aye
7 ayes, 0 nays

MOTION CARRIED

As there was no further business, a motion was made by Bill Clemons and seconded by Roberta Troeger to adjourn the meeting at 10:15 p.m. The next regular meeting will be held on December 10, 2009 at 7:00 p.m.

Steve Wolf, President

Starr Frederick, Secretary