

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, May 14, 2009 at 7:00 p.m.

**PRESENT:** Roberta Troeger, Steve Wolf, Elizabeth Curtis, Leigh Lederman and Bill Clemons. Jennifer Roberts (arriving at 8:45 p.m.).

**VISITORS:** Mark Hermes from Cardiac Science was asked to visit the meeting to demonstrate his company’s AED. Cardiac Science currently has the state contract for the device, which would include two batteries and is warranted for seven years. The device will also perform self-tests automatically. Electrode pads expire in two years, if unopened. Steve Wolf asked if a cabinet was available and was told that there was. A trainer is also available for \$271.00. Cost of the AED under state contract is \$985.00. AED’s will be mandated for outdoor sports beginning July 1, 2009. Roberta Troeger has asked Sandwich Township to help with the purchase of one AED.

Andy Stahr from Pizzo and Associates presented two proposals for stewardship at Harvey Creek Conservation Area. The first proposal was for one half year and would cost \$7,300. The second proposal was for one year and would cost \$11,910. No burn is scheduled for this year and the funds would be put towards herbicide. Steve Wolf asked about the algae in the drainage ditch and what could be done to eradicate it. Andy suggested several solutions and will work up a cost.

**MINUTES:** Copies of the minutes of the April 16, 2009 had been made available to all Board members. A motion was made by Steve Wolf and seconded by Leigh Lederman to accept the minutes of the April 16, 2009 meeting as presented.

MOTION CARRIED

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

Corporate Fund	\$ 57,869.22
Recreation Fund	\$ 395.00
Paving/Lighting Fund	\$ 14,969.76
Audit Fund	\$ 1,547.04
Liability Insurance Fund	\$ 9,209.12
Social Security Fund	\$ 34,185.98
Unemployment Insurance Fund	\$ 24,837.78
I.M.R.F. Fund	\$ 134.38
2004 Bond Capital Projects	\$ 251,595.96
2006 Bond Capital Projects	\$ 208,207.61
2006 Bond Debt Service	\$ 3,308.85
2008 Bond Capital Projects	\$ 196,500.00

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

ROLL CALL VOTE:

Roberta Troeger, aye Steve Wolf, aye Leigh Lederman, aye Elizabeth Curtis, aye  
Bill Clemons, aye  
5 ayes, 0 nays

MOTION CARRIED

**BILLS:** The following bills were presented for payment:

Corporate Fund	\$ 12,551.75
Recreation Fund	\$ <u>23,665.37</u>
Social Security Fund	\$ 1,158.93
Unemployment Fund	\$ 201.51
Bond Fund	\$ 2,924.17
<u>I.M.R.F Fund</u>	<u>\$ 1,683.52</u>
Total Bills:	\$ 31,874.23

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

ROLL CALL VOTE:

Roberta Troeger, aye Steve Wolf, aye Leigh Lederman, aye Elizabeth Curtis, aye  
Bill Clemons, aye  
5 ayes, 0 nays

MOTION CARRIED

**COMMITTEE REPORTS:** RECREATION The spring soccer program is going well. There are 63 players on 6 teams.

Freedom Days events sponsored by the Park District were discussed. Everything is moving ahead smoothly. Bill Clemons suggested getting something into the local paper now to advertise the events. He also suggested placing donation boxes around town to raise funds for the fireworks.

The Freedom Days committee is looking for someone to organize the Kids Parade on July 4<sup>th</sup>.

Bill Clemons suggested that the Park District have a booth downtown during Freedom Days to promote the Park District.

To draw people out to the fireworks, it was discussed to have some sort of entertainment prior to the launch. The secretary will make some calls to see what is available.

**VISITOR:** John Vann of LandTech arrived at 8:10 to discuss the District's failed attempt at an OSLAD grant this year. He believed that part of denial was because no public hearing was held. He suggested resubmitting for the grant, which is due July 1<sup>st</sup>, and holding a well-publicized meeting. The meeting will be held on June 4<sup>th</sup> at Milestone Park at 7:30 p.m. In case of rain, the meeting will be held at the Francis Center.

Also discussed with John Vann was the Gorup's requirement of a berm around the purchased 5 acres. It is felt this will cause drainage problems. John will check on this.

Jennifer Roberts arrived at 8:45 p.m.

PARKS: Routine maintenance has been taking place as needed. The maintenance staff has requested the purchase of a new mower. A quote has been received from Hogan Walker and several others will be sought.

Because of wear and tear of equipment traveling over the city streets, a motion was made by Elizabeth Curtis and seconded by Jennifer Roberts to purchase a trailer from Wackerlin Equipment in the amount of \$2,625.

ROLL CALL VOTE:

Roberta Troeger, aye Steve Wolf, aye Leigh Lederman, aye Elizabeth Curtis, aye  
Bill Clemons, aye Jennifer Roberts, aye  
6 ayes, 0 nays

MOTION CARRIED

Steve Wolf advised that two new trees were planted at Knights Park by the first grade classes at Haskins School.

It was suggested that the drainage issue in Knights Park be looked into.

PERSONNEL: Steve Wolf advised that staff salaries and director applications need to be addressed but would have to be at another time.

Leigh Lederman provided information on employee discipline and job descriptions from other park districts.

In regards to director interviews, Jennifer Roberts suggested that phone interviews be done first. If possible, they could be taped so that all Board members could listen to them. Steve Wolf suggested starting the interviews next Monday. A thank-you letter will be sent to those applicants who have already been eliminated.

A special meeting will be held on May 28, 2009 at 7:00 p.m. to discuss staff salaries and director applications.

FINANCE: Copies of the proposed budget for fiscal year 2009/2010 were distributed so that Board members could peruse them before the next meeting.

**NEW BUSINESS:** NEW TELEPHONE SYSTEM: A motion was made by Bill Clemons and seconded by Leigh Lederman to purchase the Verizon telephone system as discussed at a previous meeting not to exceed \$5,000.

ROLL CALL VOTE:

Roberta Troeger, aye Steve Wolf, aye Leigh Lederman, aye Elizabeth Curtis, aye  
Bill Clemons, aye Jennifer Roberts, aye  
6 ayes, 0 nays

MOTION CARRIED

MOTHER GOOSE CLUB FEES: Barb Olin, director of the Mother Goose pre-school program, has asked the Board to consider raising fees for the program. The last increase

was 2 years ago and other facilities have raised their fees. It was decided to raise in-district fees to \$70.00 and out-of-district fees to \$105 beginning with the fall 2009 session.

PIZZO STEWARDSHIP: A motion was made by Leigh Lederman and seconded by Jennifer Roberts to contract with Pizzo and Associates for stewardship at Harvey Creek Conservation Area for the full-year price of \$11,910.00.

ROLL CALL VOTE:

Roberta Troeger, aye    Steve Wolf, aye    Leigh Lederman, aye    Elizabeth Curtis, aye  
Bill Clemons, aye    Jennifer Roberts, aye  
6 ayes, 0 nays

MOTION CARRIED

As there was no further business, a motion was made by Jennifer Roberts and seconded by Steve Wolf to adjourn the meeting at 9:57 p.m. The next regular meeting will be held on June 11, 2009 at 7:00 p.m.

Roberta Troeger, President

Starr Frederick, Secretary