

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, June 16, 2011 at 6:30 p.m.

PRESENT: Diana Rud, Steve Wolf, Bill Clemons, Martha McAdams, Leigh Lederman, and Beth Gottlieb (arriving at 8:10 p.m.)

MINUTES: Copies of the minutes of the May 16, 2011 meeting were made available to all Board members. A motion was made by Bill Clemons and seconded by Steve Wolf to accept the minutes of the May 16, 2011 meeting as presented.

MOTION CARRIED

A motion was made by Steve Wolf and seconded by Bill Clemons to approve the minutes of the May 16, 2011 re-organizational meeting as presented.

MOTION CARRIED

VISITORS: Billy Prothman from Sandwich Boy Scout Troop 45 presented to the Board his ideas for landscaping around the new sign at Knights Park. This work will be for his Eagle project. He will be responsible for fundraising and providing man-power for the project. He hopes to have the project approved so that work can commence in mid-July.

Greg Kerr from Ruck-Pate, an architectural firm, visited the meeting to introduce himself to the Board. He and an associate had met with Sue Swithin to discuss a conceptual plan for the Duvick building.

Bill McMahan requested the use of the Gletty Road property for a community garden. The garden will be maintained by local churches and the Boy Scouts with the proceeds given to local food pantries. Burpee Seeds have donated plants for the garden. A motion was made by Steve Wolf and seconded by Leigh Lederman to allow the use of the Gletty Road property for a community garden this year.

MOTION CARRIED

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

Corporate Fund	\$ 55,183.85
Recreation Fund	\$ 118,249.63
Paving/Lighting Fund	\$ 21,718.63
Audit Fund	\$ 5,451.78
Liability Insurance Fund	\$ 20,344.45
Social Security Fund	\$ 26,541.19
Unemployment Insurance Fund	\$ 23,782.68
I.M.R.F. Fund	\$ 6,666.92
2004 Bond Capital Projects	\$ 75.24
2006 Bond Capital Projects	\$ 208,886.03
2008 Bond Capital Projects	\$ 200,217.89
2010 Bond Capital Projects	\$ 584,104.93

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

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Diana Rud, aye Leigh Lederman, aye
Martha McAdams, aye

5 ayes, 0 nay

MOTION CARRIED

BILLS: The following bills were presented for payment:

Corporate Fund	\$ 10,866.10
Recreation Fund	\$ 36,235.91
2004 Bond Capital Proj.	\$ 468.75
2006 Bond Capital Proj.	<u>\$ 4,647.95</u>
Total Bills:	\$ 52,218.71

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

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Diana Rud, aye Leigh Lederman, aye
Martha McAdams, aye

5 ayes, 0 nay

MOTION CARRIED

A motion was made by Steve Wolf and seconded by Bill Clemons to enter into executive session at 7:40 p.m.

MOTION CARRIED

A motion was made by Steve Wolf and seconded by Leigh Lederman to return to the regular meeting at 8:09 p.m.

Beth Gottlieb arrived at 8:10 p.m.

A motion was made by Bill Clemons and seconded by Steve Wolf to approve the discussion on Christine McMahan's status, the proposed sports coordinator position, the three-tier position for the front desk personnel, and the change in Sue Swithin's salary.

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Diana Rud, aye Leigh Lederman, aye
Martha McAdams, aye Beth Gottlieb, aye

6 ayes, 0 nay

MOTION CARRIED

VISITOR: John Vann of LandTech arrived to give an update on the Milestone OSLAD grant. He has spoken to the mayor concerning the annexation agreement. A meeting was also had with Ruth Ann Gorup concerning and easement through her property to Fairwind Blvd.

John Vann reviewed the budget numbers and felt that the numbers would still be good if the District plans to spend \$800,000 or more on the project. Overall, the budget had increased by over \$100,000.00.

Steve Wolf asked for the time line after the annexation is approved. John thought it would take 6 months for approval of the splash pad.

COMMITTEE REPORTS: DIRECTOR'S REPORT: Sue Swithin provided the Board with her monthly report. Information was given on current hires, recreation programs and park maintenance.

Sue Swithin has contacted local contractors concerning quotes for roof repair at the Veteran's Park gazebo and the maintenance building on Second Street. Recommendations will be given to the building and grounds committee.

RECREATION: The recreation committee will meet on the first Wednesday of the month at 5:00 p.m.

PARKS: A broken drain tile was discovered near the drain cover at Harvey Creek. This will be examined to see what will need to be done to repair the tile.

Routine maintenance has been taking place as well as field prep for baseball and softball games. Much praise was given to the maintenance staff for the playability of the fields during the USSSA tournament.

A suggestion was made by Bill Clemons to have each commissioner "adopt" a park and to rotate parks annually. The commissioner could make suggestions to the needs of their park and report anything that needed repair. Bill Clemons also suggested that there be an annual park open house giving the public the opportunity to tour the parks.

FINANCE: A motion was made by Steve Wolf and seconded by Bill Clemons to approve the final numbers for the budget for 2011-2012.

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Diana Rud, aye Leigh Lederman, aye

Martha McAdams, aye Beth Gottlieb, aye

6 ayes, 0 nay

MOTION CARRIED

CAPITAL DEVELOPMENT: Nothing has been heard on the PARC grant.

LAW & ORDER/ SAFETY: Discussion took place on a shirt worn by a park patron that inappropriate verbage on it and how this could be prevented in the parks.

UNFINISHED BUSINESS: DUTCH ACRES: Nothing has been heard..

NEW BUSINESS: PREVAILING WAGE ORDINANCE: A motion was made by Leigh Lederman and seconded by Bill Clemons to pass Ordinance 2011-001, setting forth the Prevailing Wages.

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Diana Rud, aye Leigh Lederman, aye

Martha McAdams, aye Beth Gottlieb, aye

6 ayes, 0 nay

MOTION CARRIED

Bill Clemons asked if the Park District would be interested in supporting the library district in developing a walking path between the properties and if the Park District would be interested in developing a park near the library. Diana Rud felt that more information would be needed on costs, etc. before any decision could be made.

As there was no further business, a motion was made by Beth Gottlieb and seconded by Lederman to adjourn the meeting at: 9:57 p.m. The next regular meeting will be held on July 14, 2011 at 6:30 p.m.

Diana Rud, Vice-President

Starr Frederick, Secretary