

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, August 13, 2009 at 7:00 p.m.

**PRESENT:** Steve Wolf, Roberta Troeger, Bill Clemons, Jennifer Roberts, Diana Rud and Liz Curtis

**VISITORS:** Todd Latham, president of Sandwich Boys Baseball visited the meeting to touch base on Memorial Park issues. He also added that there had been positive feedback on the looks of the park during the tournament. There had been drainage problems in the park during the summer but was dry during the tournament. Steve Wolf has spoken to Tom Horak, city engineer, about the drainage problems but so far the problem has not been pinpointed.

Boys Baseball will be holding their fall league from August 17 to September 27 and will be coordinated by Brent Knudt.

Todd Latham will be continuing as president of the league. Elections will take place in September.

The issue of an AED for Memorial Park was discussed and Todd Latham advised that Boys Baseball might be willing to purchase one to be available in the concession stand.

Todd Latham reported that the Lovejoy family had donated a 25-foot net for practice. Boys Baseball already had two and asked if the Park District might want it for girl's softball or t-ball.

**CORRESPONDENCE:** A thank you note was received from the Sandwich Historical Society for the Park District's involvement with the Civil War Re-enactment.

**MINUTES:** Copies of the minutes of the July 9 2009 meeting were made available to all Board members. A motion was made by Jennifer Roberts and seconded by Bill Clemons to accept the minutes of the July 9, 2009 meeting as presented.

MOTION CARRIED

A motion was made by Diana Rud and seconded by Roberta Troeger to accept the minutes of the special budget hearing and meeting on July 18 as corrected.

MOTION CARRIED

A motion was made by Diana Rud and seconded by Jennifer Roberts to accept the minutes of the special meeting on July 28, 2009 as corrected.

MOTION CARRIED

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

Corporate Fund	\$ 103,680.20
Recreation Fund	\$ 59,249.45
Paving/Lighting Fund	\$ 15,443.10
Audit Fund	\$ 4,982.84
Liability Insurance Fund	\$ 21,468.93
Social Security Fund	\$ 37,314.85
Unemployment Insurance Fund	\$ 27,086.94
I.M.R.F. Fund	\$ 9,224.79
2004 Bond Capital Projects	\$ 108,798.41
2006 Bond Capital Projects	\$ 208,316.55
2006 Bond Debt Service	\$ 384.38
2008 Bond Capital Projects	\$ 196,500.00
2008 Bond Debt Service	\$ 53,950.30

A motion was made by Roberta Troeger and seconded by Jennifer Roberts to accept the Treasurer's Report as presented subject to audit.

ROLL CALL VOTE:

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

MOTION CARRIED

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

Corporate Fund	\$ 14,111.90
Recreation Fund	\$ 5,647.08
Social Security Fund	\$ 1,077.85
Bond Fund	\$ 4,164.63
<u>I.M.R.F Fund</u>	<u>\$ 868.26</u>
Total Bills:	\$ 25,869.72

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

ROLL CALL VOTE:

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

MOTION CARRIED

A motion was made by Jennifer Roberts and seconded by Diana Rud to transfer the remainder of the money (\$384.38) from the 2006 Debt Service Fund to the Corporate Fund.

ROLL CALL VOTE:

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

MOTION CARRIED

**VISITOR:** John Vann visited the meeting with an update on the grant application. He said that all paperwork has been submitted to the state. There will also be a meeting tomorrow with the state at Milestone Park to talk about the plan and take pictures.

John Vann has met with Tom Horak, city engineer, and the city would like the Park District to address all pending work at Milestone at one time as a combined project. They will be looking at road, sewer and water lines as well as parking and the access issue from the Fairwinds subdivision.

At the meeting tomorrow, John Vann will be asking the state if there will be a historical “linkage” between the Milestone renovation and the additional 5 acres. At this time, no final plans can be made until the grant is awarded but background information is allowable. EEI (Engineering Enterprises, Inc.) has submitted a proposal for a topo in two parts. For the building site cost would be \$5,220 and for the grant the cost would be \$2,610. Cost would be \$500 for a plat map for annexation of the building site.

John Vann suggested having a kick-off meeting with the city to answer any design questions. Diana Rud agreed that the community should have the opportunity to voice their opinion on a master plan.

**COMMITTEE REPORTS:** RECREATION Jennifer Roberts provided minutes of the recreation meeting. Some items discussed were soccer goals, suggestions for the new director and out-of-district fees.

A motion was made by Jennifer Roberts and seconded by Diana Rud to purchase portable soccer goals not to exceed \$900.00.

ROLL CALL VOTE:

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

MOTION CARRIED

The Park District will host a business-after-hours meeting on September 29 from 5:00 p.m. until 7:00 p.m. to give the community an opportunity to meet the new director.

PARKS: A motion was made by Bill Clemons and seconded by Jennifer Roberts to purchase a John Deere 1435 mower through state purchasing.

ROLL CALL VOTE:

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

MOTION CARRIED

PERSONNEL: Steve Wolf advised that Warren Spurgeon has accepted the position as director on August 24, 2009. An orientation plan was mailed to everyone.

Personnel evaluations are in the process of being completed.

LAW & ORDER/SAFETY: Diana Rud, Leigh Lederman and Liz Curtis have discussed the Gletty Road property and the need to send a letter to Novak's asking them to cease riding their 4-wheelers there. He has also continued to mow the Park District's property and will be asked to cease that as well.

It has come to the attention of the Board that fights have been taking place on the east side of the building at night. A security camera will be looked into.

Vandalism at Veterans and Harvey Creek has taken place and has been reported to the police department.

CAPITAL DEVELOPMENT: A motion was made by Liz Curtis and seconded by Diana Rud to hire EEI for the topography contingent on IDNR approval.

ROLL CALL VOTE:

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

MOTION CARRIED

**OLD BUSINESS:** DEFIBRILLATOR: The purchase agreement has been received for the AED. Steve Wolf suggested that two more be ordered at the same time. The Sandwich Township has given a donation of \$1,000 to offset the cost of one.

A motion was made by Jennifer Roberts and seconded by Bill Clemons to purchase two more defibrillators.

ROLL CALL VOTE:

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

MOTION CARRIED

SESQUICENTENNIAL: Jennifer Roberts has contacted Joan Hardekopf regarding a scavenger hunt during the celebration but has not had a response yet. Games are scheduled from 2:00 to 4:00 p.m. which will include hopscotch and hoola hoops.

MOVIE IN THE PARK: Diana Rud suggested that the NIU Engineering class might be approached to build a screen for movies in the park. At this time, no date has been set for the next movie.

MEMORIAL PARK: The drainage problem at Memorial Park was discussed with Steve Wolf asking if the Board wanted to contact the drainage district or have a tile company look into the problem. It was decided that Steve would contact the drainage district for some input.

DUTCH ACRES PARK: A letter was received from Dan Kramer, attorney for Dutch Acres, asking if the Park District would be taking the other two detention ponds as well.

It has come to the Board's attention that the tot lot and adjoining detention pond may have been sold for back taxes. Kramer advised that this was a mistake and should have not happened. He will be taking steps to free up the property so that it can be transferred to the Park District.

SEPTEMBER MEETING: Due to the Sandwich Fair dates, the regular September meeting date will be changed to September 17, 2009 at 7:00 p.m.

LAPTOP COMPUTER PURCHASE: A new laptop computer for Warren Spurgeon was discussed. Steve Wolf had information forwarded by his son on what to look for in a laptop. Several vendors had been looked into including Tiger Direct with a price of \$489.00 with \$1.99 shipping.

A motion was made by Roberta Troeger and seconded by Jennifer Roberts to purchase the new laptop not exceeding \$500.00.

ROLL CALL VOTE:

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

MOTION CARRIED

A motion was made by Jennifer Roberts and seconded by Diana Rud to enter into executive session at 10:30 p.m. for personnel matters.

ROLL CALL VOTE:

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

MOTION CARRIED

A motion was made by Bill Clemons and seconded by Jennifer Roberts to return to the regular meeting at 11:06 p.m.

As there was no further business, a motion was made by Bill Clemons and seconded by Diana Rud to adjourn the meeting at 11:07 p.m. The next regular meeting will be held on September 17, 2009 at 7:00 p.m.

Steve Wolf, President

Starr Frederick, Secretary