

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, September 17, 2009 at 7:00 p.m.

**PRESENT:** Steve Wolf, Roberta Troeger, Bill Clemons, Diana Rud, Leigh Lederman, And Jennifer Roberts (arriving at 8:10 p.m.)

**MINUTES:** Copies of the minutes of the August 13, 2009 meeting were made available to all Board members. A motion was made by Diana Rud and seconded by Roberta Troeger to accept the minutes of the August 13, 2009 meeting as presented.

MOTION CARRIED

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

Corporate Fund	\$ 93,410.21
Recreation Fund	\$ 14,751.45
Paving/Lighting Fund	\$ 15,576.54
Audit Fund	\$ 5,167.08
Liability Insurance Fund	\$ 22,125.91
Social Security Fund	\$ 37,040.34
Unemployment Insurance Fund	\$ 27,221.70
I.M.R.F. Fund	\$ 9,300.88
2004 Bond Capital Projects	\$ 106,237.08
2006 Bond Capital Projects	\$ 208,316.55
2008 Bond Capital Projects	\$ 196,500.00
2008 Bond Debt Service	\$ 56,838.19

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

ROLL CALL VOTE:

Steve Wolf, aye Bill Clemons, aye Roberta Troeger, aye Diana Rud, aye  
Leigh Lederman, aye  
5 ayes, 0 nays

MOTION CARRIED

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

Corporate Fund	\$ 8,287.59
Recreation Fund	\$ 12,834.36
Social Security Fund	\$ 425.88
Bond Fund	\$ 4,275.66
<u>I.M.R.F Fund</u>	<u>\$ 410.56</u>
Total Bills:	\$ 26,234.05

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

ROLL CALL VOTE:

ROLL CALL VOTE:

Steve Wolf, aye      Bill Clemons, aye    Roberta Troeger, aye    Diana Rud, aye  
Leigh Lederman, aye  
5 ayes, 0 nays

MOTION CARRIED

**COMMITTEE REPORTS:** PARKS: Director Warren Spurgeon presented a list of work that has been done in the parks. The playground equipment at Henderson Park was discussed and the need for fill around the merry-go-round.

PERSONNEL: Steve Wolf presented a letter of resignation from sports coordinator Jay Miller. The resignation will be effective as soon as the position is filled or by 3/31/10. Several names were mentioned that might be willing to coordinate the sports programs.

Diana Rud felt there should be a back-up person for the Saturday morning soccer concessions.

Steve Wolf advised that staff evaluations have been given to Dewey Murphy and Billy Novicki.

**VISITORS:** John Vann of LandTech reported that the IDNR has approved the topographies on both the 5-acre parcel and the Milestone Park expansion project. EEI has already performed the work and found only a six-inch difference over the whole five acres. He also said that the storm sewer was not deep but could be tied into. For sanitation purposes, there might need to be a cut on Fairwinds Boulevard.

There was some concern about the dirt stored on the 6-acre parcel that is to be donated to the Park District for the expansion project. Steve Wolf has spoken to Dick Faltz concerning the dirt.

John Vann presented a revised set of contracts for EEI for the preliminary work on the project. Upon signing, the project can progress to meetings with the city. A public utility plat and annexation plat may be needed but would be at an additional charge. Steve Wolf said that he did not realize that there was an extra cost of \$9,575.00 for EEI and John Vann explained that they would be acting as the civil engineer with the city for the Park District. The contract with John Vann was at a cost of \$4,000.00 to organize everything but he was willing to contract for \$2,500.00 at this time.

A motion was made by Leigh Lederman and seconded by Diana Rud to contract with LandTech in the amount of \$2,500.00 for services in conjunction with the OSLAD grant.

ROLL CALL VOTE:

Steve Wolf, aye      Bill Clemons, aye    Roberta Troeger, aye    Diana Rud, aye  
Leigh Lederman, aye  
5 ayes, 0 nays

MOTION CARRIED

Jennifer Roberts arrived at 8:10 p.m.

A motion was made by Diana Rud and seconded by Leigh Lederman to approve the contract with EEI pending clarification of the costs.

ROLL CALL VOTE:

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

MOTION CARRIED

LAW & ORDER/SAFETY: Warren Spurgeon indicated that he had sent a letter to Stanley Novak concerning the mowing and use of the parkland on Gletty Road. No response has been received.

Vandalism has occurred to the kiosk glass at Harvey Creek Conservation Area and to a lock at Memorial Park. The glass at HCCA was replaced with plexi-glass and Steve Wolf suggested that the remaining glass also be replaced with plexi-glass. The individuals responsible for the vandalism at Memorial were apprehended. One has made monetary restitution and will be working community service hours. Steve Wolf will contact the other individual.

FINANCE: The proposed tax levy was presented for review.

A motion was made by Jennifer Roberts and seconded by Leigh Lederman to accept the proposed tax levy as presented. A hearing will be held prior to the October meeting.

ROLL CALL VOTE:

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

MOTION CARRIED

Warren Spurgeon presented a proposed financial aid format for programs. He also recommended setting aside an amount each year to be used and capping the amount per family.

A motion was made by Roberta Troeger and seconded by Leigh Lederman to approve the proposal for financial aid as presented by Warren Spurgeon.

ROLL CALL VOTE:

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

MOTION CARRIED

RECREATION: Park District events for the City Sesquicentennial were discussed. A scavenger hunt will be held in conjunction with the Stone Mill Museum. Old-fashioned games will be played at Knights Park on Saturday beginning at 2:00 p.m.

Warren Spurgeon added that there would be ten 30-second ads on WSPY touting the history of the Sandwich Park District during the Sesquicentennial. Steve Wolf suggested that it might be a good idea to contact Chris Schwemlein at WSPY concerning his talk show to publicize the Park District programs.

Out of District fees were discussed and Warren Spurgeon will look into what other park districts do.

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: Steve Wolf advised that an order for three (3) defibrillators has been processed. A donation was received from the Sandwich Township to help in purchasing one of the AED's.

MEMORIAL PARK DRAINAGE: Steve Wolf has spoken to Gene Frieders of the Drainage District concerning the water problems at Memorial Park this year. He indicated that they have had three pumps running instead of the usual one. He believes the problem is solved for now but thought some of the problem was due to increased rainfall this spring and the work that the city had done.

Gene Frieders also advised that the only map that the Drainage District has shows only the main tile. Steve Wolf recommended getting a quote to have the tiles at Memorial Park scoped to see if one of the side tiles has been broken.

Leigh Lederman left the meeting at 9:15 p.m.

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: No movies will be shown in the park this fall due to scheduling. Diana Rud reported that she has had no update from N.I.U. regarding building a screen for movies

DUTCH ACRES PARK: No word was received from the homeowners association or Attorney Kramer regarding the park.

HARVEY CREEK CONSERVATION AREA STEWARDSHIP: A proposal was received from Pizzo and Associates to control the algae in the drainage ditch. An algaecide could be applied or native plants that compete with the algae could be planted on both sides of the ditch. Cost of the plants would be \$6,700 to do 100' of ditch on both sides of the bridge. Jennifer Roberts suggested contacting the biology department at N.I.U. to see if they could provide information on the plants and the Park District could do the planting. Steve Wolf also suggested contacting Steve Pescitelli.

**NEW BUSINESS:** BUSINESS-AFTER-HOURS: Sandwich Park District will be hosting a business-after-hours meeting on Tuesday, September 29, 2009 from 5 – 7 p.m. to introduce Warren Spurgeon to the community.

RECYCLING BINS: Diana Rud requested that quotes be sought on recycling bins for the parks. She felt that the Park District needed to give the public the opportunity to recycle when using the parks.

CONFERENCE: The IAPD conference will be held on January 28, 29, 30 and 31, 2010 in Chicago. Early bird registration ends December 11<sup>th</sup>. Starr Frederick suggested that anyone going make their own hotel accommodations. Other aspects of the conference such as additional packages, spouses, etc. at the next meeting.

EDUCATIONAL COMPUTER SOFTWARE: Steve Wolf advised that through the program, Elevate Illinois, free computer software is available to those wanting to learn such programs as Excel and Word. Vouchers are needed and are available until the end of October.

A motion was made by Diana Rud and seconded by Jennifer Roberts to enter into executive session at 9:50 p.m. for personnel matters.

ROLL CALL VOTE:

Steve Wolf, aye            Bill Clemons, aye    Roberta Troeger, aye    Diana Rud, aye

Jennifer Roberts, aye

5 ayes, 0 nays

MOTION CARRIED

A motion was made by Jennifer Roberts and seconded by Bill Clemons to return to the regular meeting at 10:17 p.m.

As there was no further business, a motion was made by Jennifer Roberts and seconded by Roberta Troeger to adjourn the meeting at 10:18 p.m. The next regular meeting will be held on October 8, 2009 at 7:00 p.m.

Steve Wolf, President

Starr Frederick, Secretary