

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, December 14, 2022 at 6:30 p.m.

PRESENT: Board Members: Shaun Legge, Roberta Troeger, Diane Scents, Bill Clemons, Dan Hoyt, and John Fincham

Staff present: Executive Director, Bill Novicki and Board Secretary/Treasurer, Angela Seville

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from November 9, 2022 were made available to all Board Members.

A motion was made by Diane Scents and seconded by John Fincham to accept the minutes of the November 9, 2022 Board meeting as presented.

ROLL CALL VOTE:

Shaun Legge, aye	Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye
Dan Hoyt, aye	John Fincham, aye		
6 ayes, 0 nays			

MOTION CARRIED

PUBLIC HEARING: A motion was made by Diane Scents and seconded by Roberta Troeger to suspend the regular order of business to enter into a public hearing for the 2022/2023 Tax Levy.

ROLL CALL VOTE:

Shaun Legge, aye	Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye
Dan Hoyt, aye	John Fincham, aye		
6 ayes, 0 nays			

MOTION CARRIED

With no public being present to be heard, a motion was made by Diane Scents and seconded by Dan Hoyt to close the public hearing and resume the regular order of business.

ROLL CALL VOTE:

Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye	Dan Hoyt, aye
John Fincham, aye	Shaun Legge, aye		
6 ayes, 0 nays			

MOTION CARRIED

CORRESPONDENCE: A thank you card was received from the Legge family.

PUBLIC COMMENT: None

TREASURER REPORT: The following ending cash balances for November, 2022 were presented.

Corporate	\$165,882.00
Recreation	\$177,693.94
Paving & Lighting	\$ 17,118.24
Audit	\$ 6,454.69
Liability Insurance	\$ 38,975.95
Social Security	\$ 17,582.89
Unemployment/Workman's Comp	\$ 38,145.63

IMRF	\$ 37,066.26
Special Recreation Fund	\$ 59,522.11
2020 Bond (funds in checking)	\$ 50.60
2020 Bond Debt Service Fund	<u>\$123,059.20</u>
	\$681,551.51

2020 Bond (Capital Projects) in Money Market \$ 301,806.86

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

ROLL CALL VOTE:

Diane Scents, aye	Bill Clemons, aye	Dan Hoyt, aye	John Fincham, aye
Shaun Legge, aye	Roberta Troeger, aye		
6 ayes, 0 nays			

MOTION CARRIED

BILLS: The following bills were presented for approval.

Corporate Fund	\$ 7,834.51
Recreation Fund	\$ 11,760.47
Social Security Fund	\$ 1,743.41
Unemployment/Workmans Comp	\$ 7,538.00
IMRF Fund	\$ 2,144.71
Special Recreation Fund	\$ 1,454.38
2020 Bond-Capital Fund	\$ 10,401.80
	\$ 42,877.28 Total Bills

A motion was made by Roberta Troeger and seconded by John Fincham to accept the bills as presented subject to audit.

ROLL CALL VOTE:

Bill Clemons, aye	Dan Hoyt, aye	John Fincham, aye	Shaun Legge, aye
Roberta Troeger, aye	Diane Scents, aye		
6 ayes, 0 nays			

MOTION CARRIED

DIRECTOR'S REPORT: A copy of the Director's report was made available to all Board Members. Executive Director, Bill Novicki noted that the Park District, in conjunction with the Sandwich Chamber participated in the "A Merry Little Sandwich Christmas" event and that the attendance was good. Communication with the State of Illinois continues regarding the grant funds. Annual harassment training will be held on Thursday and staff have begun having monthly safety meetings. The ice rink has been successfully set up.

COMMITTEE REPORTS:

RECREATION: Committee Chair, Diane Scents noted that a meeting was held prior to tonight's meeting and discussed, with the new Recreation Manager, the plans and collaborations with the

recreation department, and discussed updates/changes to the next brochure. Discussed the softball program and will continue to reassess for any changes.

BUILDINGS & GROUNDS: None

FINANCE: None

CAPITAL DEVELOPMENT: None

RISK MANAGEMENT: None

LAW AND ORDER/SAFETY: None

PERSONNEL: None

A motion was made by Diane Scents and seconded by Bill Clemons to rearrange the order of business to begin with New Business item Sandwich Baseball Association Capital Plan Completion Report.

ROLL CALL VOTE:

Dan Hoyt, aye	John Fincham, aye	Shaun Legge, aye	Roberta Troeger, aye
Diane Scents, aye	Bill Clemons, aye		
6 ayes, 0 nays			

MOTION CARRIED

Sandwich Baseball Association members were present and discussed the capital projects completed this year at Memorial Park. Capital Projects completed were baseball mix added to two fields, with additional fields being planned for next year and epoxy coating added to the flooring in the concession stand. SBA noted that this was a great year for them. Board members expressed their appreciation to the SBA for their continued cooperation and maintaining of the fields.

A motion was made by Diane Scents and seconded by John Fincham to return to the regular order of business.

ROLL CALL VOTE:

John Fincham, aye	Shaun Legge, aye	Roberta Troeger, aye	Diane Scents, aye
Bill Clemons, aye	Dan Hoyt, aye		
6 ayes, 0 nays			

MOTION CARRIED

UNFINISHED BUSINESS:

Sandwich Baseball Association Lease Agreement Draft Review: Executive Director, Bill Novicki presented a final draft of the Sandwich Baseball Lease Agreement for review.

A motion was made by Diane Scents and seconded by Roberta Troeger to approve and release the Sandwich Baseball Lease Agreement.

ROLL CALL VOTE:

Shaun Legge, aye	Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye
Dan Hoyt, aye	John Fincham, aye		
6 ayes, 0 nays			

MOTION CARRIED

Milestone Dog Park Discussion: Executive Director, Bill Novicki noted that he continues to review the details of the dog park and suggested to resubmit the bid in February. Board members will review the bid details in January for approval.

NEW BUSINESS:

Adopt Tax Levy Ordinance 2022-002: The 2022/2023 Tax Levy Ordinance 2022-002 was presented for review.

A motion was made by Diane Scents and seconded by John Fincham to approve the Sandwich Park District Tax Levy Ordinance #2022-002 with a total tax levied of \$580,783.00.

ROLL CALL VOTE:

Roberta Troeger, aye	Diane Scents, aye	Bill Clemons, aye	Dan Hoyt, aye
John Fincham, aye	Shaun Legge, aye		
6 ayes, 0 nays			

MOTION CARRIED

Holiday Lane Craft Show/Festival of Trees Update: Executive Director, Bill Novicki noted that the Holiday Lane Craft Show was held last week with over 40 vendors. The new location worked out great with positive feedback. Reviewing program for any additional changes for next year. The Festival of Trees is located within the Classic Cinema lobby for the month of December. We are happy with the partnership and the movie theater has offered a couple of movies this month that are being discounted or free.

Property Lease Discussion: Executive Director, Bill Novicki noted he was contacted by a firm that inquired about leasing property at Milestone Park north of the splash pad for a pole tower. This would be a fenced area approximately 100x100. After discussion board members were not in favor of entertaining the idea.

Assessment Appeals Update: Executive Director, Bill Novicki updated the board on the status of the assessment appeals and noted that the City of Sandwich is still working on a draft IGA for review.

2023 Meeting Schedule Approval: A copy of the 2023 board and committee meeting dates was presented for review. No changes were made and a copy of the meeting dates will be posted in the newspaper.

A motion was made by Diane Scents and seconded by John Fincham to adopt the 2023 Board and Committee meeting dates as presented.

ROLL CALL VOTE:

Diane Scents, aye	Bill Clemons, aye	Dan Hoyt, aye	John Fincham, aye
Shaun Legge, aye	Roberta Troeger, aye		
6 ayes, 0 nays			

MOTION CARRIED

Petition Filing for April 2023 Consolidated Election: Petition packets are currently being accepted for the April 2023 consolidated election from December 12th through December 19th.

There being no further business, a motion was made by Diane Scents and seconded by Dan Hoyt to adjourn the meeting at 7:29 p.m.

ROLL CALL VOTE:

Bill Clemons, aye	Dan Hoyt, aye	John Fincham, aye	Shaun Legge, aye
Roberta Troeger, aye	Diane Scents, aye		
6 ayes, 0 nays			

MOTION CARRIED

The next regular board meeting will be held on January 11, 2023 at 6:30 pm.

Shaun Legge, President

Angela Seville, Secretary