

June 11, 2025

Sandwich Park District

6:30 p.m.

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, June 11, 2025, at 6:30 p.m. The meeting was called to order by President Dan Hoyt.

PRESENT: Board Members: Dan Hoyt, Eric Terlep, John Fincham, Shaun Legge, Brad Knepper, Theresa Jourdan

ABSENT: None

Staff present: Executive Director - Bill Novicki and Finance Manager – Tes Isham

Guests/public: Melissa Walsh

PLEDGE OF ALLEGIANCE

OATH OF OFFICE OF ELECTED BOARD OF COMISSIONERS: Brad Knepper was sworn in as a Commissioner.

MINUTES: A copy of the Board meeting minutes from May 14, 2025, were made available to all Board members.

Motion made by Theresa Jourdan to approve May 14, 2025, minutes and seconded by John Fincham.

ROLL CALL VOTE: Eric Terlep, aye; John Fincham, aye; Shaun Legge, aye; Brad Knepper, abstain; Theresa Jourdan, aye; Dan Hoyt, aye.

5 ayes, 0 nays 1 abstain

MOTION CARRIED

CORRESPONDENCE: A thank you note was received from Diane Scents, thanking the board for Service Award and saying it was a privilege serving on the board.

PUBLIC COMMENT: Melissa Walsh introduced herself at the meeting. She said she was attending the meeting to see if she would be interested in becoming a board member in the future.

TREASURER’S REPORT: A copy of the Treasurer’s report was made available to all board members.

Motion made by Theresa Jourdan to approve the Treasurer’s report subject to audit and seconded by Shaun Legge.

ROLL CALL VOTE: John Fincham, aye; Shaun Legge, aye; Brad Knepper, aye; Theresa Jourdan, aye; Dan Hoyt, aye; Eric Terlep, aye.

6 ayes, 0 nays 0 abstain

MOTION CARRIED

BILLS PRESENTED: A copy of the bills that were paid in May was made available to the board members. The following bills were presented:

Corporate:	\$20,076.59
Recreation:	\$13,816.46
Social Security:	\$ 2,479.39
IMRF:	\$ 1,865.92
2020 Bond-Capital:	<u>\$ 2,770.72</u>
	\$41,009.08

Motion made by Theresa Jourdan to approve bills in the amount of \$41,009.08 subject to audit and seconded by Shaun Legge.

ROLL CALL VOTE: Shaun Legge, aye; Brad Knepper, aye; Theresa Jourdan, aye; Dan Hoyt, aye; Eric Terlep, aye; John Fincham, aye.

6 ayes, 0 nays, 0 abstain

MOTION CARRIED

DIRECTOR'S REPORT: A copy of the Director's Report was made available to the board members. Executive Director Bill Novicki mentioned that Soccer is over. Soccer camps with Chicago Fire, will run, the enrollment is very good. Softball is going into tournament time, which 2 of the teams will be competing. Summer Camps have started up and are going well. The Foundation had their annual plant sale. Sold many plants, very pleased with the turnout.

SPD will be having their Audit next week. Staff have been working on the fall guide and the deadline is 6/13/2025. Staff had AED/CPR training. Northwestern donated Narcan for the First Aid Stations. SPD staff were trained in that as well.

Splash Pad continues to be popular. There have been a few minor issues to deal with. Staff are making a list of things that need working on once the pad is closed for the season. The parks have been very busy.

COMMITTEE REPORTS:

RECREATION: Theresa Jourdan said the committee met and had a very busy meeting. Jordan gave an update on the programs. They talked about concession stand process, fall guide and future events.

BUILDING & GROUNDS: The Committee is scheduled to meet in July. Bill requested we cancel or move date due to 4th of July. The Board decided to cancel the meeting, and the next meeting will be September 10, 2025.

FINANCE: None

CAPITAL DEVELOPMENT: None

RISK MANAGEMENT: None

LAW AND ORDER/SAFETY: None

PERSONNEL: None

UNFINISHED BUSINESS:

Knights Water Mitigation Update: Bill met with our engineer and contractor. The contractor is getting a bid ready. The contractor would like to see things staked out, which could be an extra cost of approximately \$2100. The board agreed to go ahead with the staking. Bill is hoping the contractor has the bid back for next month's meeting for them to approve.

Veterans Park Fence Update: No update, just waiting on the fence company to get it on the schedule.

NEW BUSINESS:

Harvey Creek Stewardship Update: Bill met with Blue Stem at Harvey Creek and was shown the work they have been doing. Bill is very happy with their progress.

Freedom Days Update: Contracts are all done for the event. Bill talked about the parade route due to construction that is supposed to be going on in town. The band is all set. The new activities that will be going on during the event will be petting zoo, pony rides, bags tournament, kids' tractor peddle pull & first aid station. Bill said that they have a lot of new items to sell this year. Bill said he will be on the radio to promote the event next week.

Preschool Discussion: Bill explained that the SPD is helping subsidize this program. He talked about the struggles of other preschools in the area offering free preschool. Bill also talked about another problem is that wages continue to rise, while the fees do not. On a good note, the enrollment is almost full for the fall. The board said that they want to try to keep the program going.

Capital Plan Review: The board reviewed the Capital Plan. They talked about moving projects in the priority list up. The Knights & Patriots playgrounds need to be prioritized; both need to be replaced. They spoke about getting their master plan updated in hopes of getting state grants. They spoke about many projects on the Capital Plan. The ADA projects, replacement of the old van, land purchase were at the top of the list. They talked about what projects could be done with grants, bonds or from general accounts. Bill spoke about the bond, which is up in 2026. He recommended doing another 6-year bond in 2026.

AJOURN: Motion by Theresa Jourdan at 7:51 p.m. to adjourn seconded by Shaun Legge.

6 ayes, 0 nays, 0 abstain

Respectfully submitted by Tes Isham - Finance Manager

The next regular Board meeting will be July 9, 2025, at 6:30 p.m.