

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, January 8, 2024 at 6:30 pm. The meeting was called to order by President Dan Hoyt at 6:30 pm.

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

ABSENT: None

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

Guest/Public: None

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from December 11, 2024 were made available to all Board Members.

Motion made by Theresa Jourdan to approve December 11, 2024, minutes; seconded by John Ficham.

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

5 ayes, 0 nays, 2 abstain

MOTION CARRIED

CORRESPONDENCE: None

PUBLIC COMMENT: None

TREASURER’S REPORT: A copy of the Balanced October Treasurer’s Report was given to the Board. Staff is continuing to work out issues in the system, working on November. We are hoping to have November & December treasurer reports present at February’s meeting.

Motion made by Diane Scents to approve October Treasurer’s Report subject to audit and seconded by Theresa Jourdan.

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

7 ayes, 0 nays, 0 abstain

MOTION CARRIED

BILLS PRESENTED: A copy of the Bills Payable by Fund report for December were made available to all board members. The following bills were presented:

Corporate:	\$8,206.34	Recreation:	\$12,462.32
Social Security:			\$2,127.78
Unemployment/Workman’s Comp:			\$8216.00
I.M.R.F.:			\$2063.50
2020 Bond-Debt Service Fund			<u>\$124,226.41</u>
Report Total			\$157,302.35

Motion made by Diane Scents to approve bills in the amount of \$157,302.35 subject to audit and seconded by Theresa Jourdan.

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

7 ayes, 0 nays, 0 abstain

MOTION CARRIED

DIRECTORS REPORT: A copy of the Director's Report was made available to all board members. Executive Director Bill Novicki highlighted the following:

Recreation: Fall Basketball has come to a close. Everything went really well and have received a lot of complements. Craft Show was a huge success. Also received many complements from vendors & shoppers. Winter Basketball has started up. Teams were able to get practices in and games will be starting up Saturday January 11th.

Administration: We hosted a Free-Education program on taxes. We had a good turn-out, about 10 had come. Everyone seemed to have find it very informative.

Building & Grounds: Ice rink has officially opened. We have had a lot of people of all ages making use of it. Hockey nets were in really bad shape, we disposed them and looking to order replacement nets. Working on Trucks & equipment during the winter, so everything is set to go in spring.

COMMITTEE REPORTS:

Recreation: None

Building & Grounds: None

Finance: None

Capital Development: None

Risk Management: None

Law and Order/Safety: None

Personnel: None

UNFINISHED BUSINESS:

Knights Water Mitigation Issue: The survey by EEI is complete and has already been paid for (\$700.00). EEI is working on plans, and should start construction sometime in the spring.

Veterans Park Fence Discussion: After speaking with BNSF, we have found out that the City of Sandwich holds the lease of the property at Veterans Park. BNSF also does not do grants for fences. They have given the okay with putting a fence up. Since the City holds the lease, we need to speak with our insurance to find out about liabilities if we purchase the fence. We will also have to have a conversation with the City to see where they stand.

NEW BUSINESS:

Year End Review: Bill thought it would be nice to make a brochure "Year End Report" to show what the

SPD accomplishes during the year. It gives information about the programs, projects, staff hours, volunteer hours and grants. He's hoping to be able to add financials on it in the future. The goal is to have this available to the public, so they could see behind scenes of the SPD.

Illinois Funds Update: Bill gave all current rates and ending balances of each fund from year ending.

Reminder of Economic Interest Form: Forms should be coming soon, reminded to fill out & file.

Harvey Creek Stewardship Discussion: Staff & Board are very disappointed in the current company. They seem to keep putting us off and have not done the burn at Harvey Creek for 2024. We have not paid for the burn, but also, feel we should receive a refund from work the company did not do that was in the contract. We will be holding off on signing new contract & looking into hiring a new company. We will try reaching out to other companies and also try to make some connections at the upcoming conference.

IAPD/IPRA Annual Conference: Reminder that Conference is approaching. The staff is all set-up for conference. Board members will need to pick their schedule, packets are available.

Review of Executive Session Minutes:

Motion was made by Shaun Legge to go into Executive Session, was seconded by Theresa Jourdan.

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

7 ayes, 0 nays, 0 abstain

Executive Session started at 7:17pm.

Motion was made by Shaun Legge to exit Executive Session, was seconded by Theresa Jourdan.

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

7 ayes, 0 nays, 0 abstain

Executive Session ended at 7:22pm.

Theresa Jourdan made a motion to release August 14, 2024 & November 13, 2024 minutes and Shaun Legge seconded the motion.

ROLL CALL VOTE: Brad Knepper, aye; Theresa Jourdan, aye; Dan Hoyt, aye; Eric Terlep, aye; John Fincham, aye; Shaun Legge, aye; Diane Scents, aye. 7 ayes 0 nays, 0 abstain

ADJOURN: Motion by Shaun Legge at 7:22 to adjourn, seconded by **Theresa Jourdan.** 7

ayes, 0 nays, 0 abstain

Respectfully submitted by Tes Isham, Finance Manager

The next regular Board meeting will be February 12, 2025 at 6:30pm.

