

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

Monday, October 19, 2009

Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Monday, October 19, 2009 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. President Wene called the Regular Meeting to order at 6:00 p.m. and asked Secretary Molano-Flores to call the roll. Roll was taken with the following commissioners present: Herricks, Molano-Flores, Toalson, Wene and White.

REMOTE ATTENDANCE/AGENDA MODIFICATIONS - None

SECRETARY REPORT

Commissioner Molano-Flores moved for acceptance of the Personnel Committee Meeting Minutes of February 10, 2009. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

Commissioner Molano-Flores moved for acceptance of the Facilities Committee Meeting Minutes of August 20, 2009. Commissioner White seconded. A voice vote was taken. Motion carried.

Commissioner Molano-Flores moved for approval of the Regular Meeting Minutes of August 20, 2009. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

Commissioner Molano-Flores moved for approval of the Regular Board Meeting Minutes of September 17, 2009. Commissioner Toalson seconded with the addition of Commissioners Molano-Flores and White absent with notice; a date typo on the heading of page 2 and the signature title of the secretary. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Toalson moved that the Board approve payment of checks #90343 through #90565 dated September 12, 2009 through October 9, 2009, including wire transfers for payment of FED/FICA/state and state payroll taxes, IMRF, life insurance and sales taxes for a total amount of \$238,841.56. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Commissioner Toalson presented the Treasurer's Report for October 2009. Commissioner White moved to accept the Treasurer's Report for October 2009. Commissioner White seconded. Commissioner Toalson noted a 75% increase in the campground revenue. Commissioner White asked staff if the increase of income at the campground was due to an increase of campers using the new online reservation system. Site Superintendent Matt Kuntz stated the online system and an increase of weekday reservations had helped. A voice vote was taken. Motion carried.

AUDIENCE REMARKS AND/OR INPUT - None

COMMISSIONERS REMARKS AND/OR INPUT

- Commissioner White commended staff on the recent District Volunteer Recognition Event he had attended, and added he had attended the NRPA Conference and attended a beneficial session on Sponsorship Programs and visited a vendor that uses recycled flatbed railcars for bridges.
- Commissioner Toalson and Commissioner Wene also commended staff on the recent District Volunteer Recognition Event.
- Commissioner Herricks thanked all District staff for their efforts during the past month.

STAFF REPORT

- Executive Director Jerry Pagac stated the Possibility Pier at River Bend had seen movement from high winds, but that the pier company was able to make the connections sturdier. Commissioner Herricks inquired if fish were using the habitat located under the pier. Staff reported that Bob Craft, a former CAC member, had monitored the area using an electronic fish finder prior to the pier placement, and then afterward, and reported there were now a great number of fish near the pier. Lastly, Director Pagac commended Volunteer Coordinator Kim Horbas for her work on the recent Volunteer Recognition Event, Museum Director Cheryl Kennedy and museum staff for their work with the Lincoln Exhibit and Environmental Education staff for their planning work with the recent Midwest Environmental Education Conference held at the I-Hotel in Champaign.

STAFF REPORT (cont.)

- Museum Director Cheryl Kennedy also commended Environmental Education Program Specialist Stacey Clementz, Environmental Education Coordinator Pam Leiter and Environmental Education staff on their work on the Midwest Environmental Education Conference. Commissioner Wene also commended the District for providing the staff time, and for also allowing use of District vehicles for offsite field trip tours that were part of the meeting itinerary. Commissioner Wene also noted the conference had over 350 attendees.
- Finance Director John Baker noted the change in October revenue compared to September was due to property tax monies being allotted in the month of September.

FOUNDATION BOARD REPORT- None

CITIZENS ADVISORY COMMITTEE REPORT- None

NEW BUSINESS

A. Facilities Committee

1. Museum Carpeting

Commissioner White moved to approve the Carpet Advantage proposal for the installation of both cork flooring and carpeting in the museum lower level at an amount not to exceed \$14,115.24. Commissioner Herricks seconded. Commissioner Herricks stated the lowest bid given did not meet specifications. A voice vote was taken. Motion carried.

B. Personnel Committee

1. CCFPD Job Descriptions Policy

Commissioner Toalson moved the Board approve adding section 1-14.1 Job Descriptions to the CCFPD Personnel Policy. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

2. Honorary and Memorial Tree Benefit

Commissioner Toalson moved the Board approve policy 4-15 Honorary and Memorial Trees to allow full-and part-time employees to dedicate memorial trees at the cost of the tree and brass commemorative leaves. Commissioner Molano-Flores seconded. Commissioner Molano-Flores clarified that commissioners were also eligible. A voice vote was taken. Motion carried.

3. District Financial Management System

Commissioner Toalson moved the Board approve the purchase of the Municipal Suites (MSI) financial management system from Harris Computer Systems for \$29,995. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

C. Approval of September Decisions

1. Playground Construction (MF)

Commissioner Herricks moved to award the contract for the Middle Fork Playground Construction to Ingram's Nursery & Landscaping in the amount of \$14,782. Commissioner White seconded. A voice vote was taken. Motion carried.

2. Resolution for Financial Need

Commissioner Herricks moved to approve the Resolution of Financial Need for 2010. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

3. Acceptance of September Staff Reports

Commissioner Herricks moved to accept the September staff reports. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Regular Meeting Minutes

October 19, 2009

Page 3 of 3

4. September Disbursements/Treasurer's Report

Commissioner Toalson moved to approve the September Disbursements and Treasurer's Report. Commissioner White seconded. A voice vote was taken. Motion carried.

D. Sale of Surplus Property

Commissioner Herricks moved to approve a resolution allowing staff to sell District surplus items on eBay or locally. Commissioner White seconded. Commissioner Herricks commented selling surplus items on eBay has been very successful for the District. A voice vote was taken. Motion carried.

E. Bond Issue

Commissioner Toalson moved to approve issuance of General Obligation Bond not to exceed \$200,000. The bond will be issued in January 2010 for inclusion in the 2009 tax rolls. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

F. Purchase of Prepaid Propane

Commissioner White moved to approve the purchase of 11,700 gallons of propane at \$1.419 per gallon for the 2009-10 heating season from Progressive Propane, Inc. for an amount not to exceed \$16,603. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

EXECUTIVE SESSION

Commissioner Toalson made a motion at 7:07 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2(c)(5) for discussion of the purchase or lease of real property for the use of the public body. Commissioner Herricks seconded. A roll call vote was taken. The following commissioners voted "yes": Herricks, Molano-Flores, Toalson, Wene and White. Motion carried. Executive Director Pagac, Finance Director John Baker, Grants Coordinator Mary Ellen Wuellner, Natural Resources Director Dan Olson, Site Superintendent Brian Taylor and Legal Counsel were also present.

Commissioner Herricks made a motion at 7:35 p.m. to go back into the Regular Meeting. Commissioner White seconded. A voice vote was taken. Motion carried.

OPEN SESSION

None

MEETING ADJOURNMENT

Commissioner Herricks made a motion to adjourn the Regular Meeting. Commissioner White seconded. A voice vote was taken. Motion carried. Meeting adjourned at 7:36 p.m.