

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

Wednesday, September 13, 2017

Leonhard Recreation Center, Champaign Park District, 2212 Sangamon Drive, Champaign,
Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Special Meeting, Wednesday, September 13, 2017 at the Leonhard Recreation Center, Champaign Park District, 2212 Sangamon Drive, Champaign, Illinois. Commissioner Kerins called the Special meeting to order at 5:04 pm. Commissioner Herakovich called the roll. Roll was taken with the following Commissioners present: Goodman, Hays, Herakovich, Kerins, and Livesay.

PUBLIC COMMENT – None

REGULAR MEETING - None

EXECUTIVE SESSION

Commissioner Herakovich made a motion at 5:05 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2 (c) 1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

Commissioner Herakovich moved to return to Open Session. Commissioner Livesay seconded. Motion carried to return to open session at 6:07 p.m.

REGULAR MEETING

1. Approval of Executive Director Job Description

Commissioner Herakovich moved to approve the Executive Director Job Description as presented by staff with said minor changes. Commissioner Hays seconded. A voice vote was taken. Motion carried.

2. Approval of the Selection Process for Executive Director

Commissioner Herakovich moved to begin the selection process for the Executive Director position, noting a starting range amount of \$95,000 to \$125,000. Commissioner Goodman seconded. A voice vote was taken. Motion carried.

OTHER – Commissioners asked to have Board member term limits added to the District’s website.

MEETING ADJOURNMENT

Commissioner Herakovich moved to adjourn the Special Meeting at 6:09 p.m.. Commissioner Hays seconded. Motion carried.

Bobbie Herakovich, Secretary
Board of Commissioners
Champaign County Forest Preserve District

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, September 21, 2017
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, Thursday, September 17, 2017 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Kerins called the Regular Meeting to order at 6:04 pm. Commissioner Livesay called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins and Livesay.

REMOTE ATTENDANCE – None

PUBLIC COMMENT

Scott Hays, representing the Upper Sangamon River Conservancy, expressed thanks on behalf of the USRC for the help the Lake of the Woods operations crew and Natural Resources staff provided to their cleanup day on Saturday, September 16.

AGENDA MODIFICATION – None

APPROVAL OF CONSENT AGENDA

- A. Minutes of Study Session on August 18, 2017
- B. Minutes of Regular Meeting on August 18, 2017
- C. Minutes of Executive Session on August 18, 2017
- D. Minutes of Special Meeting on August 31, 2017
- E. Minutes of Executive Session on August 31, 2017
- F. Monthly Staff Reports

Commissioner Herakovich moved approval of the consent agenda. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

COMMISSIONERS' REPORT

FOREST PRESERVE FRIENDS FOUNDATION

A. Forest Preserve Friends Foundation Report - Commissioner Livesay reported on the recently received Noel Endowment for the Botanical Garden, in the amount of \$250,000. The foundation noted in its meeting that this is the single largest donation to the garden and perhaps to the foundation. Livesay relayed that Dan Noel expressed how much his mother enjoys working with the garden crew. The Foundation also discussed audit and budget considerations and the ITEP grant timeline.

B. Community Engagement Group – Commissioners Goodman and Herakovich expressed that staff should continue getting materials ready for an Academy, but that we would wait on this project until a new Executive Director was in place.

EXECUTIVE DIRECTOR REPORT

A. Operating Budget Updates

Director of Business/Finance, John Baker, went over the 2018 Operating Budget stating that this was a starting point and included the total requests from staff but does not include healthcare or compensation. Baker gave an overview of the budget process for the new commissioners. Livesay asked about the status of the 2017 capital project and equipment lists, and inquired as to when the last of the 2017 approved equipment purchases would be completed.

B. 2018 ITEP Grant Options

Interim Executive Director, Mary Ellen Wuellner, explained to the board that the 2017 ITEP application period begins on October 2, and has a December 1 deadline. CCFPD proposes to submit an application for amenities on the KRT 2a phase through St. Joseph. Wuellner has had preliminary talks with the mayor of St. Joseph to split the grant match with the village. Commissioners recommended adding amenities for the entire first phase and include donor recognition signage. Commissioner Herakovich cautioned about including pedestrian lighting due to its potential impact on the KRT operating budget.

OLD BUSINESS

A. Approval of Collection Policy and Collections Plan

Commissioner Herakovich moved the Board approve the Museum and Education Department Collections Policy and Collections Plan. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

B. Interim Executive Director Salary

Commissioner Kerins moved the Interim Executive Director will receive a 12% salary increase from current salary. The interim appointment will end upon the hiring of a permanent executive director. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

NEW BUSINESS

A. Disbursements for approval

Commissioner Herakovich moved approval of disbursements for August 18, 2017 through September 21, 2017 for a total of \$236,277.73. Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

B. August Treasurer’s Report

Commissioner Hays moved approval of the August Treasurer’s report. Commissioner Herakovich seconded. A voice vote was taken. Motion carried.

C. Resolution R-2017-14 - District Surplus Equipment

Commissioner Herakovich moved the Board adopt Resolution R-2017-14 – District Surplus Equipment. Commissioner Hays seconded. A voice vote was taken. Motion carried.

D. Middle Fork Electrical Infrastructure – Phase 2

Commissioner Herakovich moved approval of the quote for Middle Fork Electrical Infrastructure Repairs (Phase 2) from Eastern Illini Electric Cooperative located in Paxton IL having found that the statutory exception to competitive bidding applies, for an amount not to exceed Thirty-Five Thousand, Three Hundred Thirty-Five Dollar (\$35,335). Commissioner Livesay seconded. Commissioner Hays expressed concern about awarding the contract to an entity that is not required, by state statute, to pay prevailing wage, and indicated that we should, under most circumstances, pay prevailing wage. Staff explained that a bid process was followed, resulting in no bids. This is a unique situation whereby a public utility was then the only entity to submit a quote. A voice vote was taken. Motion carried.

E. Design & Construction Engineering KRT Phase 2a

Commissioner Herakovich moved approval of the proposal for Kickapoo Rail Trail Phase 2a Design & Construction Engineering submitted by Farnsworth Group located in Champaign IL in

an amount not to exceed thirty-three thousand, ninety dollars (\$33,090). Commissioner Goodman seconded. A voice vote was taken. Motion carried.

EXECUTIVE SESSION

Commissioner Herakovich made a motion at 6:50 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2(c)21. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

Commissioner Kerins closed Executive Session at 7:36 pm and opened the Regular Meeting.

REGULAR SESSION

A. Release of Executive Session Minutes

Commissioner Herakovich moved release of minutes as noted by legal counsel. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

B. Destruction of Verbatim Recordings of Executive Session Minutes

Commissioner Herakovich moved the Board authorize the destruction of the existing recordings of executive session that occurred more than 18 months earlier, which includes recording of all executive sessions held on or before March 21, 2016. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

MEETING ADJOURNMENT

Commissioner Herakovich moved adjournment of the Regular Meeting at 7:39 p.m. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

Bobbie Herakovich, Secretary
Board of Commissioners
Champaign County Forest Preserve District