

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

Thursday, September 20, 2018

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 20, 2018 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Livesay called the Regular Meeting to order at 6:05 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins, and Livesay.

REMOTE ATTENDANCE – None

PUBLIC COMMENT - None

AGENDA MODIFICATIONS - None

APPROVAL OF CONSENT AGENDA

- A. Minutes of Regular Meeting on August 16, 2018
- B. Minutes of Special Meeting on August 30, 2018
- C. Monthly Staff Reports

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

FOREST PRESERVE FRIENDS FOUNDATION – At its September meeting, the Foundation welcomed another new member, Jennifer Vallowe, to the board. Staff announced that long-time foundation board member, Bob Espeseth, was recognized by IAPD as the 2018 Outstanding Citizen Volunteer of the Year. Meredith Mills and Roger Laramée agreed to assist with the Foundation audit selection process. The Foundation approved an amended shared agreement for the administrative assistant position, and reviewed a list of fundraising targets for 2019. Commissioner Livesay reminded the Board of Commissioners of the upcoming KRT fundraiser that will be held November 16th at Sleepy Creek Vineyard.

CITIZEN ADVISORY COMMITTEE – Commissioner Hays noted the group continues to be very busy promoting the District at area markets and events through the end of the summer and into the fall.

COMMISSIONER COMMENTS

Commissioner Herakovich noted that an acquaintance had recently visited the Museum of the Grand Prairie with a small group, and had commented on how welcoming and knowledgeable the museum staff was.

Commissioner Kerins thanked staff for their work on the capital project updates.

Commissioner Hays noted his appreciation for the new HQ roof, the Campfire Concepts video featuring Fred Newport, and Planning Director Jon Hasselbring's work with the UI Sustainability Capstone class. Hays also thanked Middle Fork operations staff and the others that assisted with the Middle Fork River cleanup, golf course staff for the course tour they conducted

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last month for the Board, and golf maintenance staff for their work on the greens, noting they are looking better.

Commissioner Goodman commended staff for the social media updates and information to the public about the improved conditions on the golf course. Goodman also noted how much he enjoyed Chris Knight's promotional video of the KRT.

Commissioner Livesay commended staff on the recent District volunteer recognition event. Livesay also praised staff for the appearance of Lake of the Woods Preserve.

EXECUTIVE DIRECTOR REPORT

- A. **Announcements:** Executive Director Wuellner noted this meeting would be District HR Generalist Fran Bell's last meeting, as she has taken a new position and would be leaving the District. Commissioners thanked Ms. Bell for her work over the past two years.

DISCUSSION ITEMS

- A. **2018 Budget Update**
Finance Director, John Baker, reported on the status of 2019 operating budget preparations.
- B. **Capital Equipment**
Staff provided the full list of capital equipment requests that had been submitted by District staff for 2019. Requested equipment is estimated to cost \$408,696.
- C. **Capital Projects**
Planning and Operations Director, Jon Hasselbring provided a list of the most pressing capital projects needs for the 2019-2023 fiscal years.

Commissioners thanked staff for the budget documents and capital improvement updates that were included in the Board packet. Commissioners noted that this information will be very beneficial for the Community Engagement group.

OLD BUSINESS - None

NEW BUSINESS

- A. **Disbursements for Approval**
Commissioner Hays moved the Board approve the payment of \$195,198.67 in disbursements dated August 17, 2018 through September 20, 2018. Kerins 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 Treasurers report. Commissioner Herakovich seconded. A voice vote was taken. Motion carried.

C. Resolutions 2018-17 through 2018-19, Personnel Policies 3-2 through 3-4

Commissioner Herakovich moved the Board approve Resolution 2018-17 Personnel Policy 3-2: Vacation Leave. Commissioner Kerins seconded. Commissioner Kerins amended the motion to also include New Business agenda Items D. Resolution 2018-18 Personnel Policy 3-3: Sick Leave, and E. Resolution 2018-19 Personnel Policy 3-4: Bereavement Leave. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

F. Resolution 2018-20 and 2018-21, Personnel Policies 3-5 and 3-6

Commissioner Herakovich moved the Board approve Resolution 2018-20 Personnel Policy 3-5: Jury Duty and Item G. Resolution 2018-21 Personnel Policy 3-6: Family and Medical Leave. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

H. Resolution 2018-22 Personnel Policy 3-7: Domestic or Sexual Violence Leave

Commissioner Herakovich moved the Board approve Resolution 2018-22 Personnel Policy 3-7: Domestic or Sexual Violence Leave. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

I. Resolution 2018-23 Personnel Policy 3-8: Personal Leave of Absence

Commissioner Herakovich moved the Board approve Resolution 2018-23 Personnel Policy 3-8: Personal Leave of Absence. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

J. Resolution 2018-24 and 2018-15, Personnel Policies 3-9 and 3-10

Commissioner Kerins moved the Board approve Resolution 2018-24 Personnel Policy 3-9: School Visitation and Item K. Resolution 2018-25 Personnel Policy 3-10: Military Leave. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

L. Authorization to Pursue OSLAD Funding – Lake of the Woods Peninsula

Commissioner Herakovich moved the Board approve the Acquisition History/Certification and the Resolution of Authorization as part of an OSLAD development grant application to expand access and outdoor recreation on the peninsula at Lake of the Woods Forest Preserve. Commissioner Kerins seconded. Commissioner Hays noted an accessible launch for kayaks would be a great amenity. A roll call vote

was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

M. 2018 Skid Steer Boom Mower Purchase

Commissioner Kerins moved the Board approve the sole source purchase of one (1) Eterra Raptor Skid Steer Mounted Boom Mower Arm and one (1) Eterra 36 inch Sidewinder Flail Mower for the total price of \$26,685.50. Commissioner Herakovich seconded. Commissioner Herakovich confirmed with staff that the process had been followed to determine the sole source nature of this purchase. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

N. Distribution of Revised Section 6 of the Personnel Policy Manual

Section 6 of the manual was distributed for Board review, and will be placed on the agenda for Board approval next month. Commissioners commented that some of the language in Policy 6-8 Romantic or Sexual Relationships needed clarification. Commissioners commended Ms. Bell for her work on the policies.

EXECUTIVE SESSION - None

MEETING ADJOURNMENT

Commissioner Kerins moved adjournment of the Regular Meeting at 6:52 pm. Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

Andrew Kerins, Secretary
Board of Commissioners
Champaign County Forest Preserve District