

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

Thursday, February 10, 2022

**Headquarters,
Lake of the Woods Forest Preserve, Mahomet, Illinois**

Via Zoom meetings (www.zoom.us)

Meeting ID: 810 1068 4858

The Champaign County Forest Preserve District Board of Commissioners met at a Special Meeting on Thursday, February 10, 2022 via Zoom due to the Illinois Governor’s Executive Order 2020-10. Commissioner Goodman called the Special Meeting to order at 6:01 p.m. Commissioner Kerins called the roll. The following Commissioners were in attendance by both audio and video: Goodman, Hays, Herakovich, Kerins, and Livesay.

REMOTE ATTENDANCE – All via zoom.us.

PUBLIC COMMENT - None

NEW BUSINESS

A. Willow Pond Restoration Change Order

Commissioner Herakovich moved the Board approve a change order request for the Willow Pond Restoration project from White Construction for Fifty-five Thousand dollars (\$55,000.00). Commissioner Kerins seconded. Deputy Director for Planning and Development, Mike Daab, gave an overview of the document material that was included in the Board packet. Herakovich asked if being over \$50,000 should require the overage to be bid out per legal limits. Planner, Bridgett Moen, noted it should be covered under statute, but legal verification would be made prior to the authorization. Kerins asked if there was a chance if after filling, settling would again occur and cause future problems. Daab noted by removing the area in problem, that shouldn’t happen. Goodman asked if sample cores had been done prior to the work beginning. Daab noted it had, but samplings may not always find problem areas. Goodman confirmed additional funding sources. Herakovich amended her motion to include to the above; ‘with District legal counsel limit verification’. Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried. Motion carried.

EXECUTIVE SESSION

At 6:13 pm, Commissioner Kerins moved to adjourn to Executive Session for 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. Hay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

Regular Meeting
February 10, 2022
Page 2 of 3

Commissioners Herakovich moved to open regular session at 6:30 pm. Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

BOARD DISCUSSION

A. Affiliate Groups

Pearson reviewed information that had been sent out earlier, noting she would like Board direction for future planning, MOU updates if so needed, and committee focus for 3 District Affiliate groups including; FFFF, Freedom Fest, and CAC.

During the discussion on the FFFF, commissioners noted concern on the amount of staff time is used and whether a voluntary board be tasked with full fundraising expectations. Suggestions for updates for MOU and group focus included: branding, clear expectations from members, operating reserve policy, restricted and unrestricted funds, and institutional flexibility. Livesay, as the current Board liaison to the group, shared currently the group receives direction from the CCFPD Board on spending of funds. The group also receives input from the Board and District on budget needs and request, and sometimes random support throughout the year is requested such as programming request. Livesay said in the past couple of years the group has picked the top 5 recommendations for their fundraising efforts, as the past year the Covered Bridge was chosen for fundraising efforts. Suggestions included: have the liaison to the board update the group, but not be a voting member, and let the group operate with less staff attendance, have the group attend CCFPD Board meetings to share their budget requests with the Board.

Pearson confirmed with the Board an update the current FFFF MOU should be brought forward. All commissioners agreed an update is needed.

During the discussion for the Freedom Fest Committee, staff gave an overview of the information supplied in the Board packet, and again, asking the Board for direction of the event. Commissioners suggested working with the Village in finding possible other locations within the village, village volunteers or staff helping on the day of the event, or financial assistance, polling attendees and others in the community on their thoughts of the event. In regard to possibly discontinuing the event, commissioners voiced opinion that if needed, it would need to be phased out over time. It was also noted one of the missions of the District is to provide recreation and nature, which those that attend this event are doing both, and this is one event that can be enjoyed by all, as maybe some may not be comfortable coming to a preserve to hike or such, but having a picnic and watching fireworks would be welcoming to them. It was suggested to have the CAC survey the public around the county, and on the event day, as to their thoughts of the event.

Pearson confirmed with the Board the need to speak with the Village of Mahomet and others regarding possible other locations in the community to host, or to seek assistance on staffing or financial assistance.

Regular Meeting
February 10, 2022
Page 3 of 3

During the discussion of the CAC, Pearson noted the group is not currently an advisory board, but more of an information gathering committee. Thus, Pearson would like feedback from the Board for best use of the group, noting their value in conducting outreach. Commissioners suggestions included; meaningful and useful activities that are fulfilling for them, naturalist survey at sites, work with the group to develop 3 pillars of activities, annual analysis with possibly a board member on their activities, and possibly assigning members to be ambassadors of preserves. Again, have the group work with the Board liaison and staff on directions, but allow staff less time directly working with the group. Consider a name change to reflect their outreach focus and investigate if the group is required to comply with the Open Meetings Act. Hays noted thanks for the ideas of how to better use the group, and also noted, some of the outreach currently being done could be done by District volunteers.

Pearson thanked the Board for their direction on committees and their use.

ADJOURNMENT

Commissioner Kerins moved to adjourn at 8:19 p.m. Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried. Motion carried.

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

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
February 17, 2022, 6:00 pm
Education Classroom, Museum of the Grand Prairie,
Lake of the Woods Forest Preserve, Mahomet, Illinois

Via Zoom meetings (www.zoom.us)
Meeting ID: 841 0004 0630

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, February 17, 2022 via Zoom due to the Illinois Governor’s Executive Order 2020-10. Commissioner Goodman called the Regular Meeting to order at 6:01 p.m. Commissioner Kerins called the roll. The following Commissioners were in attendance by both audio and video: Goodman, Hays, Herakovich, Kerins, and Livesay.

REMOTE ATTENDANCE – All commissioners were remote via Zoom.

PUBLIC COMMENT – None (via previous email)

AGENDA MODIFICATIONS – None

APPROVAL OF CONSENT AGENDA

- A. Minutes of Regular Meeting on January 20, 2022**
- B. Minutes of Executive Session on January 20, 2022**
- C. Monthly Staff Reports**
- D. Disbursements for Approval**
- E. January Treasures Report**

Commissioner Kerins made a motion to approve the consent agenda (Items A – E).

Commissioner Herakovich seconded. A roll call vote was taken. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried. Motion carried.

COMMISSIONERS REPORT

A. Forest Preserve Friends Foundation

Commissioner Livesay reported the group had recently met and discussion included; donor cultivating brainstorming, large donor initiatives, covered bridge roof final dollars paid from the foundation fund, officers selected, and endowment initiatives. Livesay also noted Will Timmons will be attending the March meeting. Goodman confirmed that Livesay will still give the monthly report. Livesay said she would, but Timmons will also speak regarding the committee. A suggestion of having meeting minutes included in CCFPD Board meeting packets would be beneficial.

B. Citizens Advisory Committee

Commissioner Hays noted the group didn’t meet this past month, but subcommittees including; Flora, Fauna, Hazen Bridge and History are meeting. Hays noted minutes from the CAC could also be included in the Board packet.

C. Commissioner Comments

Commissioners cited the following items from staff reports and observations:

- Snowflake search
- GC Maintenance on demand water heater installation
- HL sled hill
- The amount of completed 2021 Capital Projects
- Programming initiatives
- District work with interns
- PGA show
- 5 unique reasons Champaign County is a top tourist Destination

Commissioners also commended staff on the work of all District staff as noted in the staff reports, and special thanks to operations staff for their work during the recent snow events, and thanks to Pearson and Sprinkle for their work keeping the public advised of site operations during the snow events. Also, thanks for adding attendance numbers in the staff reports, and the Finance Committee for their work.

Commissioners also inquired if the Rankin Center temperature control mechanisms were working. Moen noted they are currently working with the contractor on the issue.

STAFF REPORTS

A. Executive Director Announcements – Pearson reported the suspension of the District staff weekly COVID testing, and noted she and Edgington are working on masking updates in light of Illinois and CDC guidelines.

B. Finance Committee – Baker noted District finance staff recently met with Goodman and Herakovich. Baker stated thanks to the committee for their input. Kerins noted timing of such meetings in the future might be a challenge if Commissioners on the committee may have full-time employment commitments to work around. Baker noted timing of meetings could be adjusted as needed.

C. 2021 Capital Projects Update - Herakovich thanked Planning, Sites, and Construction on their work over the last year with completing so many projects. Commissioners confirmed spillway funding. Moen noted Grants and Development Officer, Ryan Anderson, is working on filing for funding procedures currently. Pearson also noted Senator Chapin Rose office has been assisting the District with filing procedures.

D. 2021 Kayak License Agreements Update – Daab gave an overview of the material that was supplied in the meeting packet. Goodman inquired if much staff time was needed during the past year agreement time. Daab noted very little time was needed.

Regular Meeting
February 17, 2022
Page 3 of 4

Ben Thompson with Kingfisher Kayaking was in attendance. Commissioners asked Mr. Thompson if he had any suggestions for what may be of help for the following season. Thompson responded that additional gravel at River Bend, boating safety training, and additional access points would be useful. Commissioners thanked Thompson for attending, and for providing feedback.

Hays asked if wayfinding signage would be added. Daab noted it would be installed.

OLD BUSINESS – None

NEW BUSINESS

A. Homer Lake Kayak Rental Revised License Agreement

Commissioner Livesay moved the Board authorize the Executive Director to execute a new license agreement with Lunatic Kayak Rental, LLC in order to extend the rental season for the operation of a kayak and canoe rental concession on Homer Lake to March 1 to October 31. Commissioner Kerins seconded. Daab noted language concerning wildlife was added for the licensee regarding information they will share with customers prior to rental activity. Commissioner Hays asked if the location could be changed to the dam area. Daab noted with the shelter and playscape near the dam area, adding the boat rentals in that area could cause more crowding. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

B. Lake of the Woods Forest Preserve Seal Coating

Commissioner Herakovich moved the Board approve the bid for Seal Coat (Materials and Installation) at Lake of the Woods Forest Preserve from Illiana Construction Company for Two Hundred Fourteen Thousand One Hundred Eighteen and 00/100 (\$214,118.00) for the base bid and add alternates #1-#6, and rejecting add alternate #7. Commissioner Kerins seconded. Kerins confirmed with staff that only one bid being received. District Planner, Bridgette Moen, explained the type of work being quoted, for this area, Illiana is the only one that has the equipment to perform such work. Goodman confirmed if closing of roads would be needed. Moen advised, unlike River Bend when the seal coat was done there, Lake of the Woods has alternate roads, thus closures should be minimal. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

C. Middle Fork River Forest Preserve Water Fountain Replacement

Commissioner Livesay moved the Board approve the bid for purchase of nine (x9) water fountains for use at Middle Fork River Forest Preserve from Reese Recreation for Thirty-Seven Thousand One Hundred Eighty and 00/100 (\$37,180.00). Commissioner Herakovich seconded. Commissioner Livesay amended her motion to also include: to reject the lowest bid from PACH2 Group LLC for Twenty-Seven Thousand Nine Hundred Ninety-Four and 08/100 (\$27,994.04) due to vendor submitted a substitution which does not meet the minimum requirements of the specifications. Commissioner Herakovich seconded the amended motion. A

Regular Meeting
February 17, 2022
Page 4 of 4

roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

D. Director of Museum and Education Department Job Description

Commissioner Herakovich moved the Board approve the Director of the Museum and Education Department’s job description to satisfy a requirement of the accreditation process. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

EXECUTIVE SESSION -

At 6:57 pm, Commissioner Kerins moved to adjourn to Executive Session for 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 and 2(c)(21), for the ‘Discussion of minutes of meeting 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. Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

Commissioners Kerins moved to adjourn back to regular session at 8:00 pm. Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins, and Livesay.

NEW BUSINESS contd.

E. Release of Executive Session Minutes and F. Destruction of Verbatim Recordings of Executive Session Minutes

Commissioner Kerins moved that the Board conducted the required semi-annual review of the unreleased minutes of past executive sessions and concluded that the need for confidentiality still exists for all unreleased minutes and portions of minutes, except for the following which will be released and made available for public inspection at the time:

September 2, 2021 (except ¶ 1), September 16, 2021, November 10, 2021 (¶ 1), November 18, 2021 (¶¶ 1 and 2), and January 20, 2022 (except ¶ 1), and destruction of existing recordings of executive sessions held on or before August 17, 2020. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

MEETING ADJOURNMENT

Commissioner Kerins made a motion to adjourn the Regular Meeting at 8:02 pm. Hays 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