

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

Thursday, August 17, 2017

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

The Champaign County Forest Preserve District Board of Commissioners met at a Special Meeting, Thursday, August 17, 2017 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Kerins called the Special meeting to order at 5:07 pm. Commissioner Herakovich called the roll. Roll was taken with the following Commissioners present: Goodman, Hayes, Herakovich, Kerins, and Livesay.

**PUBLIC COMMENT**- None

**COMMISSIONER'S REPORT**

**1. Community Engagement Group**

Commissioners Herakovich and Goodman presented information on a Community Engagement Academy (CCFPD Think Tank). They shared information regarding sending out invitations and a pre-participation survey to perspective members. It was also noted a facilitator would be used and the four sessions would include: History and Natural Resources; Funding; Governance/Legal; and Barriers/Needs. Other suggestions included no limit to size of group, meeting types and timelines, and field trips to District sites. The group concurred with the Community Engagement Academy guidelines that were presented. Herakovich and Goodman agreed to follow up with the proposed facilitators.

**OLD BUSINESS** - None

**NEW BUSINESS** - None

**MEETING ADJOURNMENT**

Commissioner Herakovich moved to adjourn the Special Meeting at 6:14 pm. Commissioner Hays seconded. Motion carried.

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

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REGULAR MEETING – BOARD OF COMMISSIONERS  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
Thursday, August 17, 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, August 17, 2017 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Kerins called the Regular Meeting to order at 6:22 pm. Commissioner Livesay called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins and Livesay.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** - None

**SELECTION OF OFFICERS** – Commissioner Herakovich moved Commissioner Kerins occupy the office of President, Commissioner Livesay office of Vice-President, Commissioner Herakovich office of Secretary, Commissioner Hays office of Treasurer and Commissioner Goodman Assistant Secretary/Treasurer from August 2017 to July 2018. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hays, Kerins, and Livesay. Motion carried.

**COMMITTEE APPOINTMENTS** – President Kerins noted the following Committee Appointments: Commissioner Livesay Forest Preserve Friends Foundation, Commissioner Herakovich Compensation Committee and Commissioner Hays Citizen Advisory Committee.

**AGENDA MODIFICATION** – None

**APPROVAL OF CONSENT AGENDA**

- A. Minutes of Regular Meeting on July 20, 2017
- B. Monthly Staff Reports
- C. KRT Monthly Update
- D. Strategic Plan Updates

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

**2016 AUDIT PRESENTATION**

Chad Lucas with Sikich gave an overview of the 2016 District Audit document that the Commissioners had earlier received. Mr. Lucas also thanked staff for their work on the audit preparation.

**FOREST PRESERVE FRIENDS FOUNDATION**

Commissioner Livesay advised at the group’s last meeting they also had a presentation on the FPFf audit presented by Chad Lucas, had a check presentation by Joan Dixon representing the Community Foundation and also talked about the upcoming KRT Ribbon Cutting event and the need to continue with fundraising efforts for the KRT, the Botanical Gardens and other District projects.

**COMMISSIONERS’ REPORT**

- A. **Community Engagement Group** – It was noted this was covered in the earlier Study Session.

**EXECUTIVE DIRECTOR REPORT** – Executive Director Olson noted over the last month he has received many compliments on staff and the preserve. Director Olson thanked staff for their work.

**OLD BUSINESS** – None

**NEW BUSINESS**

**A. Disbursements for approval**

Commissioner Livesay moved approval of disbursements for July 21, 2017 through August 17, 2017 for a total of \$236,304.19. Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**B. July Treasurer’s Report**

Commissioner Herakovich moved approval of the July Treasurers report. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

**C. Resolution R-2017-12 – Financial Signatories**

Commissioner Livesay moved the Board adopt Resolution R-2017-12 - Financial Signatories. Commissioner Goodman seconded. A voice vote was taken. Motion carried.

**D. Resolution R-2017 -13- Surplus Corn Crib**

Commissioner Herakovich moved approval of Resolution R-2017-13 for the sale of the corn crib at Sangamon River Forest Preserve in an on-line open sale process. Commissioner Hays seconded. A voice vote was taken. Motion carried.

**E. Resolution R-2017-14- Personnel Policy 3-1: Holidays**

Commissioner Herakovich moved approval of Resolution R-2017-14 Personnel Policy 3-1: Holidays. Commissioner Goodman seconded. Commissioners thanked staff for their work on the policy revision. A voice vote was taken. Motion carried.

**F. Distribution of Collection Policy and Collections Plan Documents**

Museum Director, Barb Garvey, noted these documents were being distributed to the Board at this time for review, and would be brought back to the Board in September for approval. Commissioners thanked staff for their work on the documents.

**G. Homer Lake Sealcoating**

Commissioner Herakovich moved approval of the proposal for Homer Lake sealcoating from Illiana Construction located in Urbana, IL for Forty-Nine Thousand Nine Hundred Seventy-Five Dollars (\$49,975). Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**EXECUTIVE SESSION**

Commissioner Herakovich made a motion at 7:13 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2 (c) 5 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 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** – None

**MEETING ADJOURNMENT**

Commissioner Herakovich moved adjournment of the Regular Meeting at 7:36 p.m. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

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

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

Thursday, August 31, 2017

Education Classroom, Museum of the Grand Prairie, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Special Meeting, Thursday, August 31, 2017 at the Education Classroom, Museum of the Grand Prairie, Mahomet, Illinois. Commissioner Kerins called the Special meeting to order at 5:47 pm. Commissioner Herakovich called the roll. Roll was taken with the following Commissioners present: Goodman, Hays, Herakovich, Kerins, and Livesay.

**PUBLIC COMMENT** – Eileen Borgia and Marianne Lippi, representing the CAC, thanked Executive Director Olson for his work with the CAC and the District. Director Olson thanked them.

**REGULAR MEETING** - None

**EXECUTIVE SESSION**

Commissioner Herakovich made a motion at 6:06 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 Goodman seconded. Motion carried to return to open session at 7:34 p.m.

**REGULAR MEETING**

**1. Appointment of Interim Executive Director**

Commissioner Herakovich moved the Appointment of Deputy Director, Mary Ellen Wuellner, to the position of Interim Executive Director of the Champaign County Forest Preserve District at a salary of \$92,000. Commissioner Livesay seconded. It was noted the District’s current compensation plan states ‘the employee working in an interim capacity shall receive an increase in pay equivalent to 6% per pay grade between his or her permanent pay grade and the grade of the interim appointment, not to exceed the maximum of the interim position’s pay grade’. However, as Ms. Wuellner will still be asked to continue with her Deputy Director tasks, including Grant Writing, a higher increase was given. It was also added that Ms. Wuellner would have the discretion to increase hours of administrative staff as needed to help with other tasks. A voice vote was taken. Motion carried.

**2. Approval of Executive Director Job Description**

Commissioner Herakovich moved to table. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

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August 31, 2017  
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**3. Approval of the Selection Process for Executive Director**

Commissioner Herakovich moved to table. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

**OTHER**

It was noted that a special meeting will be needed. Commissioners asked staff to schedule a special meeting on September 13<sup>th</sup> at a location in Champaign/Urbana, and to set the agenda with the two tabled items.

**MEETING ADJOURNMENT**

Commissioner Goodman moved to adjourn the Special Meeting at 7:39. Commissioner Livesay seconded. Motion carried.

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