

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, April 28, 2016
Education Classroom, Museum of the Grand Prairie,
Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, April 28, 2016 at the Education Classroom, Museum of the Grand Prairie, Mahomet, Illinois. Commissioner White called the Regular Meeting to order at 6:00 pm Commissioner Livesay called the roll. Roll was taken with the following Commissioners present: Herakovich, Hult, Kerins, Livesay and White.

REMOTE ATTENDANCE – None

PUBLIC ATTENDANCE – Commissioners White noted Tom Kacich was in attendance, and thanked him for his work getting District information out to the public.

SPECIAL PRESENTATION FROM MUSEUM AND EDUCATION DEPARTMENT

Museum & Education Director, Barb Garvey and Assistant Museum & Education Director, Pam Leiter, presented a PowerPoint presentation on the Museum and Education Departments 2015 Accomplishments and 2016 Goals.

APPROVAL OF FULL AGENDA – Commissioner Livesay requested item A. **Sangamon Valley Public Water District Easement** under Old Business and item G. **Release of Executive Session Minutes** under New Business be pulled from the agenda.

Commissioner Herakovich moved approval of the full agenda with said change. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

APPROVAL OF CONSENT AGENDA

Commissioner Herakovich moved approval of the Consent Agenda (Items A through H)

- A. Minutes of March 17, 2016 Regular Meeting
- B. Minutes of March 17, 2016 Executive Session
- C. Monthly Staff Report
- D. Annual Staff Reports
- E. Citizen’s Advisory Committee Report
- F. Forest Preserve Friends Foundation Report
- G. Disbursements for Approval
- H. March Treasurer’s report

Commissioner Kerins seconded. Commissioners commended employees on the amount of fundraising for the KRT, Lisa Sprinkle’s help with the Foundation regarding the KRT publicity and the KRT update listserve, Natural Resources for the amount of prescribed burns done this season, and their garlic mustard removal work, Doug Sanders for his Certified Playground Safety Inspector certification and Mike Dale for achieving Master Gardener classification. Commissioners requested staff to keep the community of St. Joseph updated with KRT information. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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COMMISSIONERS' REPORT – Commissioners thanked staff for recent media attention, golf tournament numbers, volunteers and volunteer recognition, Education staff for the presentation given on the Museum and Education Department and the Museum and Education Department for their work, and in regard to the 2017 budget process, asked that the Capital projects priorities (including redline) be moved up to the July Board meeting and the vehicle replacement schedule be included in the budget information supplied to the commissioners. Herakovich suggested a July study session focusing on the 2017 budget.

Commissioner Livesay advised she had contacted other Forest Preserve Districts regarding their grant writing policies. All have different policies, but a policy of requesting \$20,000 or more should be brought to the Board for approval. Commissioners agreed and requested that staff draft a policy for Board approval.

- A. **Community Engagement Group** – None
- B. **Sustainability Action Discussion** – Commissioners requested staff inform the public about District sustainability efforts and to also get recycling fee estimates for haulers for public recycling receptacles within the preserves.
- C. **Forest Preserve Friends Foundation Waterfall/Pond Repair**
Commissioner Livesay reported that at the last FPF meeting committee members asked whether the Foundation could undertake a project for the District, specifically rehab of the Botanical Garden pond. The Foundation asked Finance Director, John Baker to check with the auditors and legal counsel to determine any legal or financial issues for the District. Baker noted they auditors would consider the work to be a donation and raised no concerns. Legal counsel present noted there are liability issues to consider and whether the Foundation or District would assume the liability risk.

EXECUTIVE DIRECTOR REPORT – Executive Director Olson noted in addition to his report, the District still has seasonal and part-time positions available. Commissioner White asked if an update to the visitor counters that are installed within the District could be given at the next meeting.

OLD BUSINESS - None

NEW BUSINESS

A. **Resolution #R-2016-05 – Golf Liability Removal**

Commissioner Herakovich moved the Board approve Resolution R-2016-05 Golf Liabilities Removal. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

B. **Resolution #R-2016-06 Cooperative Purchasing Vendors**

Commissioner Herakovich moved the Board approve Resolution R-2016-06 U.S. Communities Government Purchasing Solutions. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

C. **Approval of Proposal for Golf Course Bridge**

Commissioner Hult moved the Board approve the purchase of a new golf course bridge from Custom Manufacturing, Inc. for \$17,000. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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D. Request for bid for Golf Cart Replacement

Commissioner Hult moved the Board approve letting of a Request for Bid for replacement of the 2010 golf cart fleet. Commissioner Livesay seconded. This purchase was not requested in the 2016 District budget. Director Dave Torrens noted companies will take the current carts as a trade-in for partial payment and the final payments would not be paid before June 2017. The bid documents will request information on both electric and gas golf carts. Commissioners asked with the course's Audubon classification of the course, if gas motors would interfere with that designation. It would not. Commissioners commented on leasing or only purchasing a few golf carts every year. Staff noted such a purchase plan had been tried but every year models change and parts did not work for all models. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

E. Illinois Transportation Enhancement Program (ITEP) Funding Round Announced

Commissioner Herakovich moved the Board authorize the submission of an ITEP grant for the design engineering of phase two of the Kickapoo Rail Trail for an estimated total cost of \$250,000. Commissioner Hult seconded. It was confirmed that if ITEP funding is awarded, the District would be responsible for a \$50,000 match, and that funds would not need to be paid for possibly 4 or more, depending on approvals and completion of contracts. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

F. Distribution of Executive Session Materials

Commissioner Herakovich moved the Board approve the distribution of executive session material via employee delivery directly to the Commissioner or Commissioner pickup at the CCFPD Headquarters no earlier than four business days prior to the meeting. Commissioner Kerins seconded. Commissioner Herakovich stated, to save staff time, commissioners should try to pick up material at Headquarters. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

EXECUTIVE SESSION

Commissioner Livesay made a motion at 7:58 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; 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 Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

The Executive Session closed and Regular Session opened at 8:24 p.m.

MEETING ADJOURNMENT

Commissioner Hult moved adjournment of the Regular Meeting at 8:25 p.m. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

Sarah Livesay, Secretary
Board of Commissioners
Champaign County Forest Preserve District