

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

Thursday, October 20, 2016

Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve,
Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, October 20, 2016 at the Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Kerins called the Regular Meeting to order at 6:16 pm. Commissioner Herakovich called the roll. Roll was taken with the following Commissioners present: Goodman, Herakovich, Hult, Livesay and Kerins.

REMOTE ATTENDANCE – None

PUBLIC COMMENT – None

AGENDA MODIFICATION - None

APPROVAL OF CONSENT AGENDA

- A. Minutes of Study Session on September 15, 2016
- B. Minutes of Regular Meeting on September 15, 2016
- C. Minutes of Executive Session on September 15, 2016
- D. Monthly Staff Reports
- E. Special Report NRPA Conference
- F. Kickapoo Rail Trail Report
- G. KRT Phase 1&2 Funding Status
- H. Disbursements for Approval
- I. September Treasurers Report

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

COMMISSIONERS' REPORT

- A. **Forest Preserve Friends Foundation Report** – Deputy Director Wuellner provided information on a Peer-to-Peer funding initiative called 50 in 50 has started. This fundraising is aiming at receiving \$50,000 in donations in 50 days. Commissioners noted they had seen the email regarding the initiative and commended staff for how good it looked.
- B. **Community Engagement Group** – It was noted a Study Session had been held this past Monday and it was very productive and they are currently working on action steps.
- C. **Grant Management Policy** – Deputy Executive Director, Mary Ellen Wuellner, gave an overview of the policy that was in the packet. Wuellner noted this is a draft policy and asked for feedback from the Board. Commissioner Livesay thanked Ms. Wuellner for having item 6) *the means for continuation of the project or program after the grant period ends have been given realistic consideration*, in the policy, and also commended her for the work she put into the policy. Commissioner Goodman asked if District grants have end dates when they are written. Ms. Wuellner also advised a procedure document will be included with the grant policy for staff to follow. Executive Director, Dan Olson, added this policy is for the District; this policy does not address the Forest Preserve Friends Foundations Granting Policy.

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EXECUTIVE DIRECTOR REPORT – Executive Director, Dan Olson, introduced the District’s new HR Generalist, Fran Bell. Fran noted over the past month she had been able to visit all District sites and has been able to meet nearly all full-time staff. Commissioners welcomed Ms. Bell to the District.

Commissioner confirmed with staff on capital projects updates. Olson advised staff continues to update the list.

Commissioners commended staff on: Homer Lake Interpretive Center new sidewalk, Lake of the Woods Operations for the re-use of the sand taken up from the Rotary Hill Playground, NR Director’s work with Parkland College on sustainable landscape elements curriculum and Education Program Specialist, Stacey Clementz, as current president of the Environmental Education Association of Illinois, for accepting the North American Association for Environmental Education Outstanding Affiliate of the Year Award.

Lastly, Commissioners Thanked Staff for all their work.

OLD BUSINESS - None

NEW BUSINESS

A. Ordinance #16-3 Annual Tentative Tax Levy Ordinance

Commissioner Hult moved approval of Ordinance #16-3, the Annual Tentative Tax Levy for 2016 Taxes due in 2017. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hult, Livesay and Kerins. Motion carried.

B. Resolution #R-2016-12 2017 Annual Meeting Schedule

Commissioner Hult moved approval of Resolution #R-2016-12, the Schedule of Regular Board Meetings, Study Sessions and Board Retreat, January through December of 2017. Commissioner Livesay seconded. A voice vote was taken. Motion carried.

C. Resolution #R-2016-13 Kickapoo Rail Trail Construction Agreement Amendment1

Commissioner Hult moved the Board adopt Resolution #R-2016-13 approving an amendment to the construction agreement for Phase One of the Kickapoo Rail Trail, from Main Street in Urbana to Main Street in St. Joseph, in an amount not to exceed \$3,023,864. The agreement covers both construction and construction engineering expenses. Commissioner Herakovich seconded. Deputy Executive Director, Mary Ellen Wuellner, noted this is not an increase in funds, but rather provides for the grant funding allocation. A voice vote was taken. Motion carried.

D. 2017 Citizens Advisory Committee Reappointment

Commissioner Livesay moved the Board reappoint Wendy Harris to a 3-year term on the Citizen’s Advisory Committee. Commissioner Hult seconded. A voice vote was taken. Motion carried.

E. Homer Lake Mower Replacement

Commissioner Herakovich moved the Board approve the bid for one (1) new 2016 Kubota F3990, diesel-powered mower from Birkey’s Farm Store Inc. for Twenty Thousand, Seven Hundred, and Fifty Dollars (\$20,750). Commissioner Goodman seconded. A voice vote was taken. Motion carried.

F. Homer Lake Interpretive Center Van Replacement

Commissioner Herakovich moved the Board approve the purchase of one (1) 2017 Dodge Grand Caravan at the State of Illinois bid price of Twenty Thousand, Nine Hundred, and Twenty One Dollars (\$20,921). Commissioner Livesay seconded. Commissioner Herakovich noted she wished a more efficient vehicle could be used, but understood the vehicle is needed to carry many things along with passengers. Commissioners also inquired if there were other options of vans. Staff advised the State Bid only listed the Grand Caravan for a multi-purpose large passenger vehicle. A voice vote was taken. Motion carried.

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G. Phase I – Middle Fork Electrical Infrastructure Repairs

Commissioner Herakovich moved the Board approve the Quote for Phase I – Middle Fork Electrical Infrastructure Repairs from Eastern Illini Electrical Cooperative for Seventeen Thousand, Sixty Five Dollars and Thirty Eight Cents (\$17,065.38). Commissioner Hult seconded. In regard to the low price, commissioners confirmed with staff the low bid price. Staff responded the amount is correct, and it is due to the company being a Public Commodity Entity and the lack of prevailing wage requirement. Commissioners requested staff send thank letters to those other entities that bid the project. Planning Director, Jonathon Hasselbring, noted he had been in contact with them and would be sending thank you letters to them. A voice vote was taken. Motion carried.

H. Hidden Acres Site Plan

Commissioner Hult moved the Board accept the Hidden Acres Site Plan developed by the Citizens Advisory Committee. Commissioner Livesay seconded. Commissioners commended the work done by the committee and commented on how useful it will be to have the document as guidance. A voice vote was taken. Motion carried.

I. IAPD Credentials Certificate

Commissioner Hult moved the Board approve the attached Credentials Certificate designating a District representative to serve as a delegate to the Illinois Association of Park Districts Annual Business Meeting to be held January 21, 2017 at 3:30 pm at the Chicago Hyatt Regency Grand Ballroom. It was determined Commissioner Kerins would be the Delegate and the 1st Alternate would be Commissioner Goodman. Commissioner Goodman seconded. A voice vote was taken. Motion carried.

EXECUTIVE SESSION

Commissioner Herakovich made a motion at 7:09 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, Herakovich, Hult, Livesay and Kerins. Motion carried.

The Executive Session closed and Regular Session opened at 7:31p.m.

REGULAR SESSION

Commissioner Hult moved the Board conducted the required semi-annual review of the unreleased minutes of past executive sessions and concluded that the need for the confidentiality still exist for all unreleased minutes and portions of minutes and thus no additional minutes will be made available for public inspection at this time. Livesay seconded.

Commissioner Hult moved to amend his motion to also include; authorization, per law, the destruction of the existing recordings of executive sessions that occurred more than 18 months earlier, which includes recordings of all executive sessions held on or before April 20, 2015. Commissioner Herakovich seconded. A voice vote was taken. Motion carried.

OLD BUSINESS - None

NEW BUSINESS - None

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MEETING ADJOURNMENT

Commissioner Herakovich moved adjournment of the Regular Meeting at 7:34 p.m. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hult and Kerins. Motion carried.

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