

**Vermilion County Conservation District
Headquarters: Kennekuk County Park
Danville, IL**

**RECORD OF PROCEEDINGS
REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES**

**Wednesday, January 18, 2012
4:30 p.m.
Zack Hickman Room
Kennekuk County Park
Danville, IL**

President Call called the January Regular Meeting of the Vermilion County Conservation District Board of Trustees to order at 4:30 p.m. and opened the meeting with the Pledge of Allegiance to the American Flag.

Roll call showed the following.

Trustees Present: Nikki A. Bogart
Max C. Call
Dan L. Danner
Ken E. Green
Brett K. Little

Trustee(s) Absent: none

Also in attendance were Ken Konsis, Executive Director, Jamie Pasquale, Associate Director, and Amy Steeples, Recording Secretary.

Staff members present included Kim Fox, Larry Gilliland, Lorna Konsis, Charles Rhoden and Gary Wilford.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda.

Trustee Danner moved to approve the agenda as presented. This was followed by a second from Trustee Little. All in favor by acclamation, motion carried.

Agenda item number five was the Approval of the Minutes from the December 7, 2011 Regular Meeting. President Call asked for any corrections to the minutes.

Trustee Bogart moved to approve the December 7, 2011, Regular Meeting Minutes as presented. This was followed by a second from Trustee Little. All in favor by acclamation, motion carried.

Item number six, Audience Comments.

Larry Gilliland, in the audience, gave each of the Trustees and the Executive and Associate Directors a list of questions regarding the Education/Conference Center project. He stated that these did not have to be addressed now, but wanted the Trustees to know “what we are up against before signing papers on that magnitude of a building.”

Trustee Danner stated that he couldn't comment on these concerns, because he was new to the Board and did not feel like he could address the questions.

President Call determined that these questions had not been previously reviewed by Executive Director Konsis.

These questions were reviewed by the Board and Directors. Phases I, II, and III were clarified by both Ken Green and Executive Director Konsis. Funds for the project were also discussed and made clear.

President Call clarified that Larry's interest was as a citizen, and suggested a public information agenda item regarding the Education/Conference center added to the February agenda.

Agenda item number seven, the Treasurer's Report.

President Call asked if there were any comments or questions on items seven a. – seven d.

Trustee Bogart questioned check # 30116 to Digital Communications for \$205.20 on the Manual Check Report.

Executive Director Konsis responded that it was a rider on the contract for lightning damage protection. There was previous lightning strike to the system.

Trustee Bogart questioned checks on the Manual Check Report to the Illinois Dept. of Agriculture regarding three pesticide applicator license fees, each for different amounts.

Executive Director Konsis responded that Mike Kotcher is certified to be a pesticide applicator and the other two employees are certified as “operators”, thus the different amounts.

Trustee Bogart asked about check #30159 for \$1,354.00 to Faulstich for newsletters.

Executive Director Konsis responded it is for the V.C.C.D.'s quarterly publication, *The Conservationist*.

Agenda item seven e. President Call asked Executive Director Konsis to give the Report on Cash and Investments.

Executive Director Konsis reported that the current balance in the checking account at First Midwest Bank, Danville is \$30,100.00. Illinois Funds Investment Pool is \$33,400.00. The Illinois Funds Prime account remains at \$5,100.00. The Hoopston Money Market

has a balance of \$198,700.00. The Preferred Checking Account (Hegeler account), has a remaining balance of \$2,600.00. The Money Market Passbook account at Central Illinois Bank has a balance of \$110,800.00. The certificate of deposit at the First National Bank of Catlin remains at \$200,000.00.

The grand total of cash and investments as of January 18, 2012, is \$580,700.00, which compares to \$639,750.00, at the same time last year. He noted that the District is running about \$60,000 less due mostly to CPPRT totals.

He asked if there were any questions from the Trustees. There were none.

Trustee Green moved to approve the Current List of Bills from December 2011, in the amount of \$10,998.92 which included check #'s 30146 – 30170; the Manual Checks for December 2011 in the amount of \$32,102.94, which included check #'s 30063 – 30077 and #'s 30107 - 30124; the General Journal Entries for December 31, 2011; the December 2011 Budget Report and the Report on Cash and Investments. This was followed by a second from Trustee Little.

President Call requested a roll call voice vote. The results:

Trustee Green	-	yes
Trustee Little	-	yes
Trustee Bogart	-	yes
Trustee Danner	-	yes
President Call	-	yes

The vote was 5–0. Treasurer’s Report, items seven: a – e were approved. Motion carried.

Agenda item number eight, Specific Items of Business to be Transacted.

First item eight a: Preliminary Report on 2012-2013 Budget for Capital Projects. Executive Director Konsis presented the expected budgeted expenditures for capital projects for each park as indicated by the superintendents.

For Kennekuk: a bat wing mower [repair existing \$2,000; purchase new \$15,000], HVAC system for the Visitor Center [\$5,000], and continued work on the entrance road [\$5,000].

For Forest Glen Preserve: replace two office computers [\$1,500]; Gannett Center drainage problems [\$1,000]; used mower for TRA and arboretum [\$1,000]; and road re-sealing [cost unknown].

Lake Vermilion: replace retaining wall at boat ramp [\$15,000]; relocate toilet [\$1,000 using existing material]; replace steps to Songer Dock [\$1,000].

District: purchase used back hoe {\$12,000 requiring trade-in of trencher and eliminates the replacement of the replacement of the retaining wall at Lake Vermilion expense}; purchase GPS unit [\$500]; reprint District brochures [cost unknown].

Item eight b: Discuss Equipment Trade for Used Back Hoe. Associate Director Pasquale presented the Trustees with information on the District's 2003 Ditch Witch trencher w/back hoe attachment that is currently used. He wants the Board to consider the purchase of a mini excavator with a trade-in, sale, or auctioning of the 2003 Ditch Witch. Associate Director Pasquale stated that was an offer of \$7,800 for the Ditch Witch. Any time the District needs a larger excavator, it is leased for a period of time.

Discussion and question period ensued regarding options and back hoe need and uses.

The retaining wall at Lake Vermilion was discussed and the Trustees agreed to meet at Lake Vermilion once the weather is warmer. They are interested in Associate Director Pasquale's plans there.

The Trustees agreed that the District needs a back hoe, and gave permission for the Associate and Executive Directors to make a decision regarding the sale, auction or trade-in of the Ditch Witch and the purchase of a good used back hoe. They are to keep in mind the purchase price of \$10,000 - \$12,000 discussed, and to update the Board on their progress.

Agenda item number eight c: Review Architectural an Engineering Proposal from Farnsworth Group for the Education Center. Executive Director Konsis referred to the copy of the proposal given to the Trustees today. He did not expect this much information to review, and suggests tabling this item for discussion at the February meeting. The bottom line figure is \$192,600, an increase of 1.5% over the \$189,800 that was shown previously to complete Phase I. If the Trustees wish to suggest another architectural firm, please let him know.

President Call agreed that it is quite a bit of information and will evoke many questions.

Executive Director Konsis will invite Rick McPhee, architectural Manager, from Farnsworth Group, Inc. to the February 15, 2012 meeting to discuss the project and answer questions. The V.C.C.D. Foundation Directors will be invited as well.

Agenda item number eight d: Adopt V.C.C.D. Staff Salaries for 2012 – Executive Session. *Trustee Danner moved to retire to Executive Session for the purpose of discussing personnel. This was followed by a second from Trustees Little and approved by acclamation. The time was 5:20 p.m.*

The Trustees returned from Executive Session at 6:34 p.m.

Trustee Danner moved to approve the 2012 V.C.C.D. Staff salaries as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried. [a copy of the 2012 staff salaries are included as an attachment with these minutes]

Agenda item number nine was Representative Reports.

Agenda item nine a: Associate Director Pasquale reported that tomorrow is the annual IACD meeting that he and the Executive Director plan to attend. The agenda was given to

the Trustees. One of the main topics will be focusing on cultivating a better relationship with the IDNR.

This concluded the IACD Report.

Agenda item nine b; V.C.C.D. Foundation report was given by Executive Director Konsis. The next Foundation meeting will be Friday, February 10, 9:00 a.m., Zack Hickman Room, Kennekuk. There will be discussion centering on the 2012 Cheeseburger & Fun event, and also questions for Farnsworth Group at the February Board of Trustees meeting.

This concluded the report regarding the V.C.C.D. Foundation.

Agenda item nine c; IAPD Representative Ken Konsis reported that a renewal packet was sent as a special mailing for the Trustee to preview. The annual renewal fee is \$3,153.69. This reflects a 2% increase from 2011. A portion of these dues is set aside in an escrow account for the V.C.C.D. The District earns equity as a member. To date, the District has over \$20,000 in the account and this will be refunded with 60 days notice of cancellation. That is why we bid our general liability package each June.

This IAPD membership is important because it allows us to receive the IPARKS insurance coverage.

Agenda item ten; executive session was held at 5:20 p.m.

Agenda item eleven: There were no amendments to the agenda.

Agenda item twelve a; Report From the Education Supervisor was given by Gary Wilford. Gary reported that the Traveling Naturalist Program on "Forests" has begun for all Vermilion County schools, grades Kdg. – 3rd. Several maple syrup Day Visits have been scheduled for late February and early March. These are open to all grades.

Lara Darling is continuing with revisions of the Outdoor School Workbook. These are not major changes, and once complete will be brought to the Board for review.

The District is home to six Illinois State Nature Preserves. Four are located in Forest Glen, two in Kennekuk. Recently, the education staff met and toured Horseshoe Bottoms (Kennekuk) with representatives from the Natural History Survey regarding a management plan. Gary produced a large map, so the Trustees could locate the preserve. Plans are to visit each preserve and design management plans for each.

There have been many Bald Eagle sightings locally this winter; this may be due to the mild weather and the fact that many waterways are not frozen over. There is a program on January 28 from 9 a.m. – 3 p.m. near Cayuga, IN highlighting eagles at the power plant.

This concluded the Education Supervisor's Report.

Agenda item thirteen a; Report from the Associate Director.

Associate Director Jamie Pasquale reported that the gasoline tank at Lake Vermilion had been removed. Yesterday, the water level at Lake Mingo was lowered and will continue until it reaches eight feet below normal. This is done to control vegetation. At some point during the year, IDNR fisheries division plans to do an aquatic weed study. A muskellunge fish study program is also planned there.

A worker's compensation insurance safety grant of \$1,200 has been received from Illinois Public Risk. A plan needs to be submitted regarding its use.

He also mentioned the copy of the email given to the Trustees regarding Board Member Open Meetings Act training. This is not a requirement of every Board member. Beginning January 1, 2012, locally elected or appointed board members will be required to complete the electronic training no later than 90 days after assuming responsibilities as a member of the public body.

This concluded the Report from Associate Director Pasquale.

Agenda item fourteen; Report of Executive Director.

Executive Director Konsis reported that the paperwork is executed for the DCEO grants. An initial payment of 25% is expected in one to two weeks. We are free to start work! Executive Director Konsis requested a meeting with Trustee Bogart to research as to where the initial payment should be deposited. The OSLAD grant has no initial payment, therefore is reimbursable. An account will be set up with a bank to have working cash available up to \$400,000. This could be in increments. The grants will need to be kept in separate accounts for accountability.

The District would bill IDNR for \$800,000, and would have spent \$400,000. Then count the Pheasants Forever donation as the remaining \$400,000 for our match funds. IDNR would then reimburse the Foundation \$400,000, thus making it a 100% grant. Executive Director Konsis will be working with Duane Brusnighan of DCEO through the term of the grant. The grant announcement will be publicly announced at the Pheasants Forever banquet on Saturday, February 11. Everyone is urged to attend. Tickets are \$25 each.

The Wheeler Foundation invoices are paid in full; so far they have disbursed \$12,450.46, which leaves us with \$7,549.54 to spend on the completion. We plan to name the trail after the Wheeler Foundation.

In regard to the Kickapoo Trail, a draft of the purchase agreement has been forwarded to the attorney for his comments. The City of Danville has the connection to the Kickapoo Trail in their master plan. They recently received a grant for a trail to the city's west side.

The Executive Director attended the Inter Government Meeting on Thursday, January 6th. Attendees from many city, county, and state agencies were in attendance. Focus was to prioritize road and non-road projects for 2012. For the past two years, we have kept the education center as the #1 non-road priority list. This year, Phase II was submitted and it becomes the #2 priority.

Trustee Bogart left the meeting at 6:53 p.m.

The Inter Government Meeting list is given to our legislators for possible funding. That is how we received the \$1M DCEO grant.

The National Walnut Council meeting is scheduled for July 29 – August 1, 2012, a portion of which will be held in Vermilion County at Forest Glen. The tentative agenda was approved by the main office and currently presenters and speakers are being procured.

The Lake Vermilion Water Quality Coalition Winter Workshop is scheduled for February 21 in Rossville at the Fire Station. Focus will be on limiting nitrate application on farm ground and how they find their way into Lake Vermilion.

The next V.C.C.D. Board of Trustees meeting will be Wednesday, February 15; 4:30 p.m. in the Zack Hickman Room, Kennekuk County Park. Agenda items to include update on the budget and the representative from Farnsworth Group.

Agenda item fifteen: President's and Trustee's Comments.

Trustee Bogart had no comment.

Trustee Little had no comment.

Trustee Danner had no comment.

President Call had no comment.

With no further discussion, and all business transacted, *Trustee Danner moved to adjourn the meeting at 6:57 p.m. This was followed by a second from Trustee Little. Meeting adjourned.*

Nikki A. Bogart
Secretary/Treasurer
V.C.C.D. Board of Trustees