

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

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

**Wednesday, March 21, 2012
4:30 p.m.
Gannett Outdoor Education Center
Forest Glen Preserve
Westville, IL**

President Call called the March 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
Ken E. Green
Brett K. Little

Trustee(s) Absent: Dan L. Danner

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

Staff members present included Lorna Konsis, Jerry Leahy, Charlie Rhoden, and Gary Wilford.

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

Trustee Bogart 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 February 21, 2012 Regular Meeting. President Call asked for any corrections to the minutes.

Trustee Little moved to approve the February 21, 2012, Regular Meeting Minutes as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Agenda item number five a. was the Approval of Special Meeting Minutes of the February 29, 2012 Meeting.

Trustee Bogart moved to approve the February 29, 2012, Special Meeting Minutes as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Item number six, Audience Comments. President Call introduced Gilbert Saikley, the Vermilion County Conservation District attorney, present at the meeting. 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 referred to the voucher check listing, page two; check #30296 written to Faulstich Printing Co.

Executive Director Konsis responded that the District uses a form for building rental use. Faulstich Co. prints these forms that the District identifies as permits.

There were no other questions.

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 \$197,000.00. Illinois Funds Investment Pool is \$11,150.00. 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 \$2,090.00. The Money Market Passbook account at Central Illinois Bank has a balance of \$10,800.00.

The grand total of cash and investments as of March 21, 2012, is \$424,840.00, which compares to \$544,650.00, at the same time last year. The total does not include the third allocation of real estate taxes (approximately \$55,000), usually received by this time.

The \$250,000.00 DCEO Grant is not included in this cash and investment total, but listed on the report separately as a NOW account at the First Savings Bank currently earning .25%.

He asked if there were any questions from the Trustees.

President Call asked about dollars put into certificates of deposit.

Executive Director Konsis replied that certificate of deposit rates are so low for short term investing, the District has been depositing directly into the checking account.

President Call requested that Executive Director Konsis check around for rates periodically, and he agreed to do so.

Trustee Green moved to approve the Current List of Bills from February 2012, in the amount of \$13,052.65 which included check #'s 30285 – 30307; the Manual Checks for February 2012 in the amount of \$31,553.88, which included check #'s 30201 – 30211 and #'s 30235 - 30262; the General Journal Entries for February 29, 2012; the February 2012 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
President Call	-	yes

The vote was 4–0. Treasurer’s Report, items seven: a – e were approved. Motion carried.

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

Item eight a: Presentation of the Tentative Budget for Fiscal Year 2012-2013.

Executive Director Konsis began with the Corporate Fund with projected revenue expected to be \$1,309,500. The real estate tax levy remained the same at \$642,000; grants totaled \$257,500. If grant amounts are deducted from both revenue and expenses, the totals are \$1,052,000 for revenue and \$1,057,500 for expenses. This is a \$5,500 difference. This is the restricted cash amount being used to fund projects. It could not be counted as revenue because it is not considered “new money”. Therefore, it is included in the dedicated fund expense. Otherwise, the budget would be basically balanced.

The budget line items are constructed using actual expenditures from last year, project estimations, and projections given the state of the economy.

Capital improvements total \$24,050 and include:

Forest Glen - none

Kennekuk

- entrance road repair
- repair of the batwing mower
- new HVAC system for the Visitor Center

Lake Vermilion

- work on the boat ramp retaining wall and slope and relocate restroom
- Replace the steps to the Songer, Courtesy Dock. This will be done with the Catholic Heart Work Camp students.

Heron Park – none

General

- Purchase used excavator – *this is already done, but will be invoiced in fiscal year 2012-2013*

The Insurance and Compensation Fund revenues are estimated at \$253,300, and include \$13,300 of employee contributions for the projected medical insurance increase.

Expenditures include an 8% increase for general liability, 5% increase for workers compensation, and 8% increase for medical. Total expenses estimated to be \$268,860.

Trustee Bogart stated on page nine of Ordinance #124, under the Insurance and Compensation Fund; there was an addition error. Total revenue should be \$253,325 instead of \$253,300.

Trustee Little referred to the narrative under Capital Improvements, asking when the Lake Vermilion retaining wall is to be done.

Associate Director Pasquale answered it would be started soon.

IMRF revenues will be increased by \$10,000 with moving Corporate Personal Property Taxes (CPPRT) collected. By law, 14% of your upcoming levy must come from CPPRT. This would be \$8,400 or \$60,000 levy. Revenue estimated at \$65,010, total cash available is \$67,500; estimated expenditures are \$67,500.

Audit Fund revenues are approximated at \$6,000, but there is an \$8,200 cash balance on hand. Therefore, no levy will be put toward the audit fund this year due to expenditures of \$6,000.

Social Security Fund revenues are projected at \$48,010 which includes \$3,000 of CPPRT money to keep the cash balance in the black for next year. Expenditures are estimated at \$55,600 with \$55,710 available.

Executive Director Konsis explained that the tentative budget will go on a 33-day public display period, beginning Monday, March 26, until Friday, April 27. The final budget will be adopted at the May meeting.

With no more questions or comments, Trustee Bogart moved to approve the Tentative Budget and Appropriations Ordinance #124 for 2012-2013 Fiscal Year with the addition correction on page nine. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Item eight b: Approval to Advertise for Bidding Medical Insurance. Executive Director Konsis asked for approval to advertise for bids on the employee medical insurance.

Trustee Little moved to approve the advertisement to bid for employee medical insurance. This was followed by a second from Trustee Bogart. All in favor by acclamation, motion carried.

Agenda item number nine was Representative Reports.

Agenda item nine a: Associate Director Pasquale reported that the IACD/IDNR Annual meeting will be held in April, date and location to be announced. The current President and Secretary/Treasurer will not seek re-election. If any of the Trustees are interested in attending, please let him know. This concluded the IACD Report.

Agenda item nine b; V.C.C.D. Foundation report consisted of informing the Trustees of the next meeting which will be Friday, April 13th, 9:00 a.m., Zack Hickman Room, Kennekuk. This concluded the report regarding the V.C.C.D. Foundation.

Agenda item nine c: The IAPD Report was given by Executive Director Konsis. The 34th Annual IAPD Legislative Conference will be Tuesday and Wednesday, May 1 & 2 in Springfield. The reception will be held at the Illini Country Club on May 1; sessions will be held at the Crowne Plaza Hotel on May 2. Cost is \$170/person.

Agenda item ten: There was no executive session.

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

Agenda item twelve a; Report From the Education Supervisor. Gary Wilford handed out the March office calendar to all Trustees present. He reported that the Traveling Naturalist Program reached 18 schools, and 4,900 Kdg, - 4th grade students. This program is important in making contact with teachers as well as students. Ten schools had scheduled maple syrup day visits at Forest Glen, totaling 500 students of all ages, including an Urbana High School Biology Class.

Two prescribed burns were completed to date, one at Horseshoe Bottoms – Kennekuk and the other in a section at the Doris Westfall Prairie – Forest Glen.

Revisions of the Outdoor School Workbook are completed and as soon as a copy is finished at the printer's, one will be provided for you. Gary would like to go over the workbook with the Trustees to show them what the program offers the students.

Gary told about the new summer program, Youth Conservation Summit, offered this June for young adults; and gave the Trustees a copy of the information and application/registration. A separate handout of all of the District's summer programs was given to each Trustee present.

Trustee Green asked if Gary or someone would like to attend the Democratic Picnic on July 21, and give a program on the Kennekuk Environmental Education Center.

Executive Director Konsis agreed to attend and speak about the Education Center Project.

This concluded the Education Supervisor's Report.

Agenda item thirteen a; Report from the Associate Director.

Associate Director Jamie Pasquale reported that he assisted with the maple sap collection at Forest Glen this season. Gary Wilford's maple syrup day visits with the students are helpful because the students also help with the sap collection. Associate Director Pasquale helped in the kitchen this year during the Maple Syrup Open House Pancake & Sausage Dinner.

He helped out with the Horseshoe Bottom prescribed burn which encompassed approximately 75-80 acres. Tomorrow there is a prescribed burn planned for the Jordan Creek Wildlife Area in conjunction with the WHIP.

Work continues at Lake Vermilion getting the public areas cleaned up. Also, autumn olive removal is ongoing in several areas.

This Saturday, March 24, a draw will be held for turkey hunting at Kennekuk. There are five seasons; four zones – two hunting spots for each zone. The draw begins at 9:00 a.m. at the White Oak Nature Center. Participants need to bring their permits and identification with them.

This concluded the Report from Associate Director Pasquale.

Agenda item fourteen; Report of Executive Director. Executive Director Konsis began his report with an update on the Environmental Education Center. A second revision of the floor plan is included in the Trustee's notebooks. It is currently in its third revision. Square footage has been reduced from 7,565 to 6,800. Classroom size in this revision is still 869 sq. ft. and 878 sq. ft. Average classrooms in public schools are 900 sq. ft.

Farnsworth removed the contingency from the budget and is still using \$160/sq. ft. for the main floor and half that amount for the basement. Total construction budget is \$1,090,000; add the A/E and the total will be \$1,282,600. Not taken into consideration is the anticipated lower square foot bid for the general contractor or the labor cost saved from our staff doing the interior. Material for the interior is estimated at \$150,000.

Other floor plan changes will be the elevator to the basement that must be installed in Phase I and four toilets and lavatories that are needed in the women's restroom ; both required to meet code.

To avoid conflict with any union issues, the general contractor's contract will terminate, and the District will use our staff to work on the interior. Executive Director Konsis has discussed this with the District's attorney, Gil Saikley, and it was agreed upon as the best solution.

A request has been sent to IDNR to close out the OSLAD grant on December 31, 2012, even though the project will not be 100% complete by that date.

The first Department of Commerce and Economic Opportunity (DCEO) report will be due in April.

The paved trail near the site, funded by the Wheeler Foundation will be called, "Wheeler Foundation Nature Trail", and it will be dedicated on Saturday, August 11, also the "Cheeseburger and Fun" event.

President Call questioned the District employees working on the project and asked for clarification.

In the audience, Gil Saikley affirmed that if the work is outside the original contract and it is customarily done by the District employees, it is o.k.

There were no other questions regarding the education center project.

Executive Director Konsis will attend a Kickapoo Trail meeting tomorrow to fine tune the purchase agreement after the two attorneys provided comments.

A renewal request has been received to be a part of the Mid Central Illinois Regional Council of Carpenters. The District was a member in 2004, but has not heard from them since, nor used them for anything. This is for the Trustee's information only, since it is not on tonight's agenda it cannot be voted upon. It will be placed on the April agenda as per the Trustees wishes.

The District was contacted by an organization called KABOOM Playground Equipment. They want to work with us on a match fund program which would procure playground equipment worth up to several thousand dollars. Suggested match amount is \$8,500, and we need to procure 200 volunteers to construct the playground in one day. This is per their schedule that it be constructed in July 2012. The Executive Director likes the idea but does not recommend participation at this time due to the fact that there is not enough dollars in the budget and this July will be an extremely busy month. He suggests revisiting this next year, because the District can't afford a project like this on our own and it is needed, and will also bring the offer to the V.C.C.D. Foundation Directors for consideration.

The Trustees agreed.

The Maple Syrup Open House was a success, serving 747 people. The weather was beautiful that day; however it was hot standing in line in the sun! Syrup was sold out around 3:00 p.m. and was limited to two pints per person. The dinner receipts totaled \$3,415 and syrup sales \$3,310.

Pheasants Forever representatives met with V.C.C.D. staff members, Gary Wilford, Jamie Pasquale, Jeremy Parish, Charlie Rhoden, Executive Director Konsis, and V.C.C.D. Foundation member Mark Pittman concerning upland game hunting at the new Busby Meyer Wildlife Area, near Forest Glen. Many ideas were exchanged regarding the best manner to handle the first year's hunt. The next meeting with Pheasants Forever representatives will be April 11. Gary Wilford requested that the V.C.C.D. staff involved meet before then, and a meeting date will be set.

President Call asked when the first hunting season will be open at the area.

Executive Director Konsis responded it will be Fall of 2012.

Executive Director Konsis stated that this month marked his 20th anniversary of V.C.C.D. Directorship. This was received with a round of applause from all those present and a "Congratulations" from President Call.

The next V.C.C.D. Board of Trustees meeting will be Wednesday, April 18th; 4:30 p.m., in the Zack Hickman Room, Kennekuk County Park. No planned agenda items so far.

Trustee Bogart questioned what account the Maple Syrup Open House revenues go into. Executive Director Konsis answered, "The special events account."

There were no other questions.

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

Trustee Bogart had no comment.

Trustee Green commented that at a meeting he recently attended, derogatory comments were made by an individual regarding the V.C.C.D. role in the purchase of the land near Forest Glen, the Busby-Meyer Wildlife Area.

President Call dismissed these comments as past history.

Executive Director Konsis clarified the purchase of 11 acres was made by the V.C.C.D. Foundation, through a loan. The rest of the land was purchased by Pheasants Forever and donated to the V.C.C.D. This purchase value of the land was used for match funding toward the OSLAD grant. The V.C.C.D. Foundation is paying off their loan with the income from the Jordan Creek cropland. The V.C.C.D. is not involved or obligated in any way.

Trustee Little had no comment.

President Call stated that he saw a pheasant in the Forest Glen entrance area, near the Busby Meyer Wildlife Area this evening.

With no further discussion, and all business transacted, *Trustee Little moved to adjourn the meeting at 5:29 p.m. This was followed by a second from Trustee Green. Meeting adjourned.*

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