

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

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

**Wednesday, July 18, 2012
4:30 p.m.
White Oak Nature Center
Kennekuk County Park
Danville, IL**

Vice President Little called the July 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.

New V.C.C.D. Trustee, Dirk Porter was introduced.

Roll call showed the following.

Trustees Present: Nikki A. Bogart
Dan L. Danner
Ken E. Green
Brett K. Little
B. Dirk Porter

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 Lorna Konsis, 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 Green. All in favor by acclamation, motion carried.

Agenda item number five was the Approval of the Minutes from the June 20, 2012, Regular Meeting. Vice President Little asked for any corrections to the minutes.

Trustee Green moved to approve the June 20, 2012, Regular Meeting Minutes as presented. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Item number six, Audience Comments. Vice President Little recognized Jim Bailey, Secretary/Treasurer of the Danville Local Building Trades. Jim explained that he was here to offer the Board the opportunity to include a Project Labor Agreement (PLA) with the bid package. The PLA ensures that the project is completed in the most efficient, economical manner without interruption. It does not have any effect on the cost of the project. The agreement encourages the use of local skilled workers, holds contractors to a higher safety standard, and supports the local economy to name a few of the benefits. He gave the Board a list of projects in the local area that had signed PLA's.

Vice President Little clarified that the V.C.C.D. Board does not sign the agreement, only the successful bidder as part of the bid package. He suggests that the District Attorney, Gil Saikley review the document.

Trustee Porter remarked that the agreement also encourages responsible bidding.

The Board agreed to review the document and make a decision at the special meeting to discuss and approve the construction documents.

Agenda item number seven, the Treasurer's Report.

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

Trustee Bogart asked about the rather high postage expenses. With the newsletter printing cost and mailing, regular postage, and including a lease payment for the postage machines the amount of \$3,400+ concerned her.

Executive Director Konsis answered that the newsletter has been offered online, but only about 100 subscribers have taken advantage of this service. A subscription donation of \$5 per household has been requested.

The postage meter lease payment to Mail Finance is an annual amount for both machines.

Trustee Porter suggested publishing the cost to distribute the newsletter, so that the public better understood what cost savings could be realized by receiving it online, and to encourage a subscription payment.

Trustee Bogart asked for clarification of the electricity invoices. The District currently uses Direct Energy and Ameren. Ameren is used for the delivery and maintenance of the service. Direct energy is considered the provider.

Trustee Bogart inquired about the purchase from Mirasoft.

Executive Director Konsis answered that it was an annual maintenance cost for accounting software.

Trustee Bogart asked about the four entries regarding purchases of t-shirts and jackets.

Executive Director Konsis responded that seasonal employees are given two shirts each, so they appear professional and part of the District Staff. Each full time employee receives a uniform allowance of \$175.

Agenda item seven e. Vice President Little 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 \$66,350.00. Illinois Funds Investment Pool balance is \$46,950.00. The Illinois Funds Prime account remained at \$5,100.00. The Hoopeston Money Market balance is \$48,700.00. The Preferred Checking Account (Hegeler account), has a remaining balance of \$2,010.00. The Money Market Passbook account at Central Illinois Bank has a balance of \$10,800.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville has a balance of \$10,000.00. This account was in existence in June 2012, but was omitted.

The Wheeler Foundation Accounts Receivable stands at \$550.00.

The grand total of cash and investments as of July 18, 2012, is \$190,460.00, which compares to \$257,300.00, at the same time last year.

The 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%. The current balance is \$167,295.79, plus a reimbursement request of \$82,704.21.

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

Trustee Green moved to approve the Current List of Bills from June 2012, in the amount of \$23,231.58 which included check #'s 30617 – 30663; the Manual Checks for June 2012 in the amount of \$46,953.89, which included check #'s 30492 – 30512 and #'s 30556-30588; the General Journal Entries for June 30, 2012; the June 2012 Budget Report and the July 18, 2012 Report on Cash and Investments. This was followed by a second from Trustee Danner.

Vice President Little requested a roll call voice vote. The results:

Trustee Green	-	yes
Trustee Danner	-	yes
Trustee Bogart	-	yes
Trustee Porter	-	yes
Vice President Little	-	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.

Item eight a: Trustee Elections. Trustee Bogart nominated Trustee Brett Little President of the V.C.C.D. Board of Trustees.

Vice President Little asked for a slate of officers to be presented, then voted upon and Trustee Bogart withdrew her nomination.

After discussion amongst the Trustees the following slate of officers was presented for election:

- Brett Little - President
- Ken Green - First Vice President
- Dan Danner - Second Vice President
- Nikki Bogart - Secretary/Treasurer

Trustee Green moved to approve the slate of officers for 2012-2013 as presented. This was followed by a second from Trustee Bogart.

Vice President Little requested a roll call voice vote. The results:

- Trustee Green - yes
- Trustee Bogart - yes
- Trustee Danner - yes
- Trustee Porter - yes
- Vice President Little - yes

The vote was 5–0. The V.C.C.D. Slate of Officers for 2012-2013 was approved. Motion carried.

Item eight b: Presentation of 2012 Tax Levy. Executive Director Konsis stated that taxes have not been raised since 2005. The District is allowed up to 10 cents for the Corporate Fund and is now at 7.7 cents overall. He proposes the following amounts: \$648,000 for the Corporate Fund; \$230,000 for the Insurance Fund; \$60,000 for IMRF; and \$50,000 for Social Security.

Trustee Bogart clarified that this is the revenue stream that will take care of next year's expenditures, and commended Executive Director Konsis for keeping taxes the same by the transfer of dollars from the Audit Fund and Insurance Fund to the Corporate Fund.

The Executive Director stated that the audit fund balance stands at \$14,000.

President Little asked if this was a budget the District could live with.

The Executive Director answered, "We have been." He continued on to state that the District infrastructure is aging and as capital projects are pushed back, this will catch up with us eventually. The District has been making do with what is available for now but this should be a concern.

President Little is pleased that the District is able to make do with what is available, but is concerned with the future.

Discussion ensued regarding raising taxes, still keeping within the 5% limit.

Executive Director Konsis commented that even if taxes are raised at this time, the public may link it to the Kennekuk Education Center project.

After more discussion, Trustee Green moved to table the 2012 Tax Levy for further review, until the September 19, 2012 meeting. This was followed by a second from Trustee Danner. All in favor, motion carried.

Agenda item number nine was Representative Reports.

Agenda item nine a: Associate Director Pasquale reported that the annual IACD meeting will be held in McHenry County on August 24-25. He invited the Trustees to attend. Trustee Green responded that he would.

This concluded the IACD Report.

Agenda item nine b; V.C.C.D. Foundation report was given by Executive Director Konsis. He reported on the Cheeseburger and Fun event, Saturday, August 11. Sponsorships total \$3,000 to date. At the final meeting with the antique car club it was decided that there will be only one cruise-in this year and it will be dedicated to Gary Allison of Georgetown, founder of the Junkyard Dogs. The cruise will be to the Veteran's Administration and back.

VCCDF Director, Doug Quick is procuring as much free advertising as he can for the event. There will be two \$500 raffles, 50/50 raffles, carved bear raffle, and drawings. All proceeds going to the environmental education center. Free will donations will be asked of event-goers entering the area from 4-7 p.m.

Vermilion County Emergency Management will be present to monitor weather this year. Kickapoo Fire Dept. will be asked to be on site, along with V.C.C.D. water tanks, due to the dry conditions.

The dedication of the Wheeler Foundation Nature Trail will be at 11 a.m. that day also, all Trustees are invited.

The next V.C.C.D. F. meeting is Friday, August 3, 9 a.m., Zack Hickman Room.

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

Agenda item nine c: There was no IAPD report.

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 reported that District Summer Programs are more than half over. Toddler Camps, Fishing Clinics, Youth Conservation Summit, Pioneer Kids, Wonder Bugs, Camp Kennekuk, and Camp Glenwood sessions have all taken place; the Library Wildlife Literacy Program continues.

These programs are successful, bringing many children to the parks and providing fun outdoor recreation and learning opportunities.

The “new” revised Outdoor School books are ready! Gary gave each Trustee a copy, touched on each unit and explained the program. Outdoor School is celebrating its 40th year.

Tomorrow, Channel 3 news team will be visiting Forest Glen to interview Gary on the effects the drought is having and will have on the wildlife. Trees are prematurely dropping their fruit, nuts, and leaves. Insect populations are decreased, and ponds are drying up causing wildlife to travel in search of water. It will be a very tough year for wildlife.

This concluded the Education Supervisor’s Report.

Agenda item thirteen a; Report from the Associate Director.

Associate Director Jamie Pasquale began his report with the gasoline pump replacement update. The tank and gas line are in, and the base is ready; still waiting on the pump. The Fire Marshall will then have to approve the system after installation, then the tank can be filled and sales will begin. The earliest date sales could start is approximately August 1.

Last week Catholic Heart Work Camp volunteers arrived and have worked at Lake Vermilion to install a staircase from Songer Pavilion down the hill. Larry Gilliland has supervised this project, and he assisted. The outhouse there is usable, not completely finished yet. Larry Gilliland has done most of the work there.

The handicap trail funded by the Wheeler Foundation is nearly complete. There is only about 15 more yards of concrete to be poured. It is a very nice addition.

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. The Department of Commerce and Economic Opportunity (DCEO) three month reports were turned in and approved with no errors. This consists of four separate reports: two for each grant, a progress and financial. Reimbursement can be expected within three weeks for \$82,700 in expenses. The OSLAD six month report was also submitted. The bridge loan was delayed by one month; it will be due September 2013. The construction documents are due to be completed July 25th. A special meeting will be scheduled to approve these documents. After this, the next steps will be to advertise for bids, a pre-bid meeting, award the bid, and the ground breaking ceremony.

The special meeting to approve the construction documents was set for Thursday, August 2, 2012, 4:30 p.m. in the Zack Hickman Room, Kennekuk. Discussion and approval of the PLA will also be on the agenda.

The National Walnut Council Meeting will be held in Urbana July 29 – August 1, 2012. There will be a field day at Forest Glen on Monday, July 30, with 150 expected to attend from all around the nation and Canada. This is great public relations for the V.C.C.D.

In regard to the farm ground lease, there were two farmers interested besides the current tenant. The current specs call for a three year lease except for the tract below White Oak Barn, which is for one year. The tenant cannot get crop insurance on this parcel because it is in a flood plain, and asks that it be submitted as a separate bid so it would not affect bids for the remaining tracts.

The Trustees had previously moved that the specifications for these tracts be left to Executive Director Konsis, so it was decided upon to take separate bids from the tract below White Oak Barn. He will contact the bidders.

The French and Indian War Reenactment will be held at Forest Glen Preserve this weekend, July 21 and 22, at the Homestead Cabin area. The WWII Remembrance Days have been cancelled this year.

The next meeting is Wednesday, August 15, 2012, 4:30 p.m. in the Zack Hickman Room, Kennekuk County Park.

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

Trustee Green thanked Associate Director Pasquale and crew for their work at Lake Vermilion. He is pleased that the work has been done in-house. A free source has been found for the plastic pipe boat bumpers that he spoke of at the June meeting.

Associate Director Pasquale and President Little went to speak with the gentleman who has the pipe to donate and he only requests a receipt from the District for tax purposes. President Little briefly explained the bumper project to Trustee Porter.

Trustee Bogart thanked Executive Director Konsis for his work on the tax levy.

Trustee Little welcomed Trustee Porter aboard. He reminded those present of the Democratic Party Picnic held at the White Oak Barn, Kennekuk, on Saturday, July 21, noon. There will be a Kennekuk Environmental Education Center presentation given by Gary Wilford and Lara Darling.

With no further discussion, and all business transacted, *Trustee Green moved to adjourn the meeting at 5:43 p.m. This was followed by a second from Trustee Danner. Meeting adjourned.*

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