

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

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

**Wednesday, December 12, 2012
4:30 p.m.
Zack Hickman Room
Kennekuk County Park
Danville, IL**

President Little called the December Regular Meeting of the Vermilion County Conservation District Board of Trustees to order at 4:37 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
Dan L. Danner
Brett K. Little

Trustee(s) Absent: Ken E. Green
B. Dirk Porter

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director, Amy Steeples, Recording Secretary, Gordon Thoennes, V.C.C.D. Foundation Chairman, and Gil Saikley, V.C.C.D. Attorney.

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.

President Little asked that an item to discuss the Open Meetings Act, teleconferencing, in the event of an absent trustee.

Trustee Danner moved to approve the agenda as amended by adding item eight a. Discuss the Open Meeting Act, Teleconferencing; thus moving the listed items to follow. This was followed by a second from Trustee Bogart. All in favor by acclamation, motion carried.

Agenda item number five was the Approval of the Minutes from the November 21, 2012, Regular Meeting. President Little asked for any corrections to the minutes.

Trustee Bogart commented on page two, regarding the garbage bag bill question and her subsequent comment that 48 cents per bag was a definite cost savings. She has since researched garbage bag costs and found that less expensive bags can be purchased. She requests that the superintendents do some comparison shopping.

Trustee Bogart noted on page three, that number "6" on the revenue producing items was missing.

Executive Director Konsis determined that it was simply a typing mistake, nothing had been omitted.

With no other corrections, Trustee Bogart moved to approve the November 21, 2012, Regular Meeting Minutes as amended. This was followed by a second from Trustee Danner. All in favor by acclamation, motion carried.

Item number six, Audience Comments. There were none.

Agenda item number seven, the Treasurer's Report.

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

Trustee Danner asked about the uniform allowance listed on the manual check report. Does each employee have one?

Executive Director Konsis responded that each full and part time employee has a \$175 uniform allowance per year.

Agenda item seven e. 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 \$66,860.00. Illinois Funds Investment Pool balance is \$50,000.00. The Illinois Funds Money Market account remains at \$5,100.00. The Hoopston Money Market balance remains at \$249,000.00. The Preferred Checking Account (Hegeler account), has a balance of \$2,400.00. The Money Market Passbook account at Central Illinois Bank is \$249,500.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville has a balance of \$8,980.00.

The grand total of cash and investments as of December 12, 2012, is \$631,840.00, which compares to \$650,430.00, at the same time last year.

The DCEO Grant is listed on the report separately as a NOW account at the First Savings Bank currently earning .25%. The current balance is \$250,300.00.

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

Trustee Danner moved to approve the Current List of Bills from November 2012, in the amount of \$10,702.68 which included check #'s 31012 – 31038; the Manual Checks for November 2012 in the amount of \$125,796.89, which included check #'s 30929 – 30943 and #'s 30968 - 30999; the General Journal Entries for November 30, 2012; the November 2012 Budget Report and the December 12, 2012 Report on Cash and Investments. This was followed by a second from Trustee Bogart.

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

Trustee Danner	-	yes
Trustee Bogart	-	yes
President Little	-	yes

The vote was 3–0. 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: Discuss the Open Meeting Act, Teleconferencing. President Little referenced the handout of the Open Meeting Act he had given the Trustees. He wished to put a policy or ordinance in place to accommodate any Trustee unable to physically attend a V.C.C.D. Board Meeting. Under the guidelines, allowable excuses include: employment purposes, personal sickness or disability, or family emergency.

President Little went on to ask the Trustees whether to limit the number of Trustees that could teleconference.

Associate Director Pasquale stated that the Act stated that if the quorum of the board members of a public body is physically present, then the majority of the public body may allow a member to teleconference. The person or persons may not be counted as part of the quorum.

Attorney Gil Saikley was consulted and suggested that the Board not limit the number of Trustees that can teleconference, since they cannot count as part of the quorum. An ordinance can be put in place to follow, if the Board pleases.

President Little asked that the item be placed on the January 16, 2013, agenda for approval.

Item eight b; Approve Kickapoo Trail Documents. Executive Director Konsis stated that the purchase sale agreement draft and a memo of understanding were sent to the Trustees for review. These have been reviewed by Gil Saikley and the Champaign County Forest Preserve District attorney.

Executive Director Konsis explained that CSX wished to sell to two government entities only. The V.C.C.D. would “own” the segment that runs through Vermilion County and the section that goes through Kickapoo State Park.

Champaign County Forest Preserve District has procured the grants and matching funds for the entire amount. IDNR buys the Kickapoo Trail portion back from the V.C.C.D. This is to make sure we turn it back over to Champaign County.

Trustee Bogart questioned the V.C.C.D's maintenance and liability responsibility regarding this acquisition.

Executive Director Konsis responded that Gordon Thoennes, Heartland Insurance agent, could address the liability aspect. Maintenance is expected to be minimal. The trail surface will be limestone screenings. The long -range plan is to form a Foundation of volunteer trail stewards who will maintain the trail. The trail is a big plus economically and increases quality of life along the way for the small towns and cities. The Vermilion County Board was consulted at the start of the project and Chairman McMahon was in favor of the V.C.C.D. pursuing the trail project.

Trustee Bogart asked Executive Director Konsis if he knew an approximate maintenance cost.

He answered, "Not right now. Minimal."

Gordon Thoennes stated that there should be no liability insurance increase. The additional acreage would jus be added to the District's existing policy.

President Little referenced page ten, item A. regarding buyback option by CSX.

Executive Director Konsis stated that under the Rail Banking Act, CSX may buy back the property only if they intend to reactivate the line. CSX would be responsible for reimbursement for acquisition plus construction costs.

Trustee Bogart affirmed that she is not encouraged by the V.C.C.D. increasing land mass with unknown costs associated with, at this time. With that, she will not vote against a project that previous Boards have worked very hard on for so long.

She stated that she will not support anything new that will increase expenditures without any increase in revenue.

With no more discussion, *Trustee Danner moved to approve the Kickapoo Trail documents. This was followed by a second from Trustee Bogart.*

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

Trustee Danner	-	yes
Trustee Bogart	-	yes
President Little	-	yes

The vote was 3–0. Kickapoo Trail project documents were approved. Motion carried.

Item eight c: Presentation of 2012 Building Rental Statistics. Jenny Parish was ill, and unable to attend, so Lorna Konsis gave both the Kennekuk and Forest Glen reports.

The report compiled by Jenny for Kennekuk showed that there were more rentals in 2012 than 2011, 455 as compared to 433. However, income was down a little.

The Forest Glen report compiled by Lorna, revealed fewer rentals in 2012 than 2011, 256 as compared to 289; income was less.

She noted that there were fifteen weddings at Forest Glen this year, seven of them were held at the Audubon Barn, six at Maple Grove Lodge.

President Little asked Lorna what she felt was the contributing factor to the lower numbers.

Lorna answered that it was probably the heat (weather).

Trustee Bogart asked Lorna about the reservation rates of our buildings and shelters as compared to other facilities rates. Are we staying competitive?

Lorna answered that she thought that our rates were good. Executive Director Konsis will be presenting a proposed user fee schedule for the Trustees to approve, that includes an increase in fees, Memorial Day through Labor Day, for buildings with air conditioning.

President Little thanked Lorna for the report.

Item eight d: Open Sealed Bids for Workers Compensation Insurance. Executive Director Konsis reported that one bid was received. The bid from Heartland Insurance Co. quoted Workman's Compensation Insurance coverage for \$13,727.00.

Gordon Thoennes was questioned regarding an administration fee. He stated that there was no fee for the V.C.C.D. He also stated that the District typically receives a \$1,500 grant for a good record regarding our losses. This is to be used for safety expenses.

The Trustees discussed the proposal, and with all specifications met, *Trustee Bogart moved to approve the bid from Heartland Insurance Co. for Workman's Compensation Insurance for \$13,727.00. This was followed by a second from Trustee Danner.*

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

Trustee Bogart	-	yes
Trustee Danner	-	yes
President Little	-	yes

The vote was 3–0. Heartland bid for Workman's Comp Insurance approved. Motion carried.

Item eight e: Set 2013 V.C.C.D. User Fee Schedule. Executive Director Konsis reported that there were no recommendations from staff for changes to the 2012 schedule, except

for a \$10.00 increase in rental fee for buildings offering air conditioning. This increase would only be implemented during the peak season – May 25, 2013 through September 2, 2013.

President Little asked if Forest Glen camping was in line with Kickapoo State Park's rates.

Superintendent Rhoden answered that they are the same, except that on weekends and holidays, Kickapoo charges a higher rate.

There were no more questions or comments.

Trustee Danner moved to keep the User Fee Schedule the same, with the exception of the \$10.00 increase for air conditioned buildings at both Forest Glen and Kennekuk, May 25 through September 2. This was followed by a second from Trustee Bogart. All in favor by acclamation, motion carried.

Item eight f: Set 2013 Board Meeting Calendar. Executive Director Konsis asked the Trustees to review the list of 2013 Regular Board Meeting dates given to them.

Trustee Bogart noted that the June meeting date was incorrect, needing to be changed from 20 to 19.

Trustee Bogart moved to approve the 2013 V.C.C.D. Board of Trustees Regular Meeting Dates, with the aforementioned correction. This was followed by a second from Trustee Danner. All in favor by acclamation, motion carried.

Item eight g: V.C.C.D. Foundation Board Director Appointments. Executive Director Konsis reported that at the December 7, 2012 meeting, the four V.C.C.D. Foundation Directors whose terms expire December 31, 2012 wished to be reappointed to the Foundation Board.

Trustee Danner moved to reappoint Ken Hannan, Michael Courson, Russell Hiatt, and Doug Quick to the Vermilion County Conservation District Foundation Board of Directors for a term of 3 years. 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: IACD President, Jamie Pasquale reported that the next IACD meeting will be in January 2013.

Agenda item nine b; V.C.C.D. Foundation Report. Gordon Thoennes, V.C.C.D. Foundation Chairman thanked the Trustees for their reappointment of the four current directors. He gave a brief biography of each.

He also reported that the Directors are discussing financing options regarding sale of land the Foundation now owns in order to pay for the loan possibly needed for the Environmental Education Center. Gordon clarified that there were no problems in securing

the funding needed, just that options were being explored and discussed. No decisions have been made.

Agenda item nine c: IAPD Report. There was nothing new to report.

Agenda item ten: There was no executive session.

Agenda item eleven: Amendments to the agenda. Item 8 a. Teleconferencing, was already discussed.

Agenda item twelve a; Report From the Education Supervisor. Gary Wilford reported that the Education Staff had met to evaluate programs, set the 2013 program schedule, and education center trail development.

He then gave the Trustees a copy of the Deer Management Proposal he and staff had worked out. This includes a limited archery only deer hunt at Forest Glen Preserve to reduce the numbers. The 2,000 acre park should be able to support 90 deer. Deer numbers within Forest Glen have reached critical numbers. We have data from past years to support those numbers. Gary has observed deer browse damage in the forest and fields. This affects songbird nesting areas and tree regeneration.

The proposal outlined the goals, methods and rules for hunting at Forest Glen. He proposes four hunt sites at Forest Glen Preserve. Hunters will be selected by a lottery. This lottery will also serve as a new revenue source for the District. He recommends \$25.00 per chance or five chances for \$100.00.

Discussion ensued regarding rules for the lottery, lottery fee for chance, etc.

Gary offered to oversee and manage the Forest Glen hunting program. He would like to see lottery sales start in January 2013, with the drawing to be in August 2013. Gary also suggested setting aside two prime weeks during the season and auctioning them.

Executive Director Konsis recommends going forward with the program, treading carefully as there will be some negativity. Informing the public accurately will be key.

The Trustees are agreeable to the proposal and gave Gary and the Executive Director permission to work out the details and present the Forest Glen Preserve Hunting Program at the next meeting.

This concluded the Education Supervisor's Report.

Agenda item thirteen a; Report from the Associate Director. Associate Director Pasquale is spending most of his time at the Environmental Education Center site along with Larry Gilliland. They are meeting and working well with English Brothers Construction Company.

This concluded the Associate Director's Report.

Agenda item fourteen; Report of Executive Director. Executive Director Konsis stated that construction on the Kennekuk Environmental Education Center began Wednesday, November 28. English Brothers Construction Co. is currently pouring footing and support pillars. The District's responsibility now is installation of the leech field and semi-circle driveway. Executive Director Konsis is chronicling the construction with photos taken approximately every two days. He has attended a contractor's meeting and will meet with them on a regular basis throughout the construction period. A copy of the English Brothers Co. preliminary project timeline was given to the Trustees.

He thanked the Trustees for their attendance at the groundbreaking on November 25.

The OSLAD grant deadline has been granted an extension to December 31, 2013.

Update on the *Duck Dynasty* fundraiser. This is still in the planning stages, the April date has been cancelled and a May or June date will be chosen. The two stars that will appear in Danville, here at Kennekuk will be Si Robertson & Jase Robertson.

The Holiday Open House held in the Bunker Hill Historic Area was Sunday, December 9. There was a low turnout; the weather was chilly and rainy.

The next meeting is Wednesday, January 16, 2013, 4:30 p.m. in the Zack Hickman Room, Kennekuk County Park. Agenda items include setting staff salaries; review a resolution for teleconferencing, and the Forest Glen Hunting Program.

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

Trustee Bogart had no comment.

Trustee Danner had no comment.

President Little stated that the construction site looks small. That is normal until the walls are constructed then an individual can visualize a project better.

With no further discussion, and all business transacted, *Trustee Danner moved to adjourn the meeting at 6:13 p.m. This was followed by a second from Trustee Bogart. Meeting adjourned.*

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