

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

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

**Wednesday, March 20, 2013
4:30 p.m.
Zack Hickman Room
Kennekuk County Park
Danville, IL**

President Little 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
Dan L. Danner
Ken E. Green
Brett K. Little
B. Dirk Porter *via teleconference*

Trustee(s) Absent: none

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

Staff members present included Lorna Konsis, Charlie Rhoden, Susan Biggs Warner, 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 February 20, 2013, Regular Meeting. President Little asked for any corrections to the minutes.

With no corrections, Trustee Bogart moved to approve the February 20, 2013, Regular Meeting Minutes as presented. 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 Bogart inquired about ck #'s 31131 & 31181 on the Manual Check Report.

Executive Director Konsis answered they were the bridge loan payments for the Kennekuk Environmental Education Center to be reimbursed by the V.C.C.D. Foundation.

Trustee Bogart whether the Foundation can pay directly to First Midwest Bank. Executive Director Konsis said that he will check into it.

Trustee Bogart would like to see separation between the District and the Foundation in this regard. She is not comfortable with the District paying invoices, then the Foundation reimbursing those expenses to the District.

Discussion ensued.

Trustee Bogart questioned ck #31234 to R.J. Thomas Manufacturing for a cooking grill.

Executive Director Konsis responded that was a grill for a park picnic area.

Trustee Bogart asked about the charge paid to Big R Stores for salt.

Executive Director Konsis referred this to Gary Wilford. He explained that salt was used in the curing of the Bison hide he was preparing for tanning. This was in order for taxidermy to be done on the full body mount of a bison for the Kennekuk Environmental Education Center display for the entrance.

There were no other questions.

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 \$105,800.00. Illinois Funds Investment Pool balance is \$12,400.00. 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 \$100,000.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville has a balance of \$10,100.00.

The grand total of cash and investments as of March 20, 2013, is \$484,800.00, which compares to \$478,840, 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 \$59.36, a report is due on March 31, 2013 with it, and we are requesting \$250,000.

Trustee Porter asked if the heating costs had been high for the winter.

Executive Director Konsis responded they had not.

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

Trustee Green moved to approve the Current List of Bills from February 2013, in the amount of \$14,334.86 which included check #'s 31208 – 31235; the Manual Checks for February 2013 in the amount of \$134,562.43, which included check #'s 31131 – 31143 and #'s 31171 - 31188; the General Journal Entries for February 28, 2013; the February 2013 Budget Report and the March 20, 2013 Report on Cash and Investments. This was followed by a second from Trustee Danner.

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

Trustee Green	-	yes
Trustee Danner	-	yes
Trustee Bogart	-	yes
Trustee Porter	-	yes
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: Approve Tentative Budget for Fiscal Year 2013-2014. Executive Director Konsis had included a copy of Ordinance # 128 Budget and Appropriations for Fiscal Year 2013-2014 in the Trustees’ packets. He reviewed the Corporate Fund first, stating that projected revenue cash balance on April 1, 2013 is \$522,000.

Expenditures projected are \$1,938,000, which includes 900,000 of grant funds. Therefore, true expenditures are \$1,038,000; giving the District \$49,000 excess.

Total estimated cash balance for next year is \$571,000. Expenditures include a 2% salary increase, seasonal staff levels equal to 2012, uniform allowance increases, cut in newsletter expense, Forest Glen budget cut by 3%, Kennekuk budget cut by 9%, and Lake Vermilion budget increased by 10%.

Capital improvements include: new HVAC for O’Leary’s Dining Car, boat ramp repairs, excavator track replacement, receptionist computer, and campground ice freezer.

Road patching will be handled through each parks line item of road repair.

Executive Director Konsis asked for questions regarding the Corporate Fund portion.

Trustee Bogart commented that she would like to see the air conditioning fixed in the Kennekuk Visitor Center.

Executive Director Konsis agreed.

The Insurance Fund will have an estimated cash balance of \$16,500 on April 1, 2013. Revenue totals \$238,575; estimated expenditures are \$241,000.

General liability will be increased due to the addition of the new education center; unemployment increased, and workman's comp decreased.

Medical is \$145,000 to reflect current costs of \$129,550 premiums plus \$15,000 HRA. These numbers may need to be amended in May to reflect a probable increase, \$150,000 is more realistic.

He is estimating a \$14,075 cash balance for next year.

Executive Director Konsis asked for questions regarding the Insurance Fund portion.

Trustee Danner asked if there was a conservation district or county insurance pool that districts use to make insurance more economical.

Executive Director Konsis replied that has been researched, but local providers were an issue.

Associate Director Pasquale added that it was actually more expensive.

The IMRF Fund estimated cash balance will be \$16,000 as of April 1, 2013. Revenue is expected to be \$67,410.

Expenditures here should equal last year, and the estimated cash balance will be \$15,910.

Executive Director Konsis asked for questions regarding the IMRF Fund portion.

Trustee Bogart thought that there was an IMRF increase of 2% mandated, and asked Executive Director Konsis to check with Kim Fox.

The Audit Fund will have no tax levy against it this year due to an \$8,000 cash balance. Expenditures will give the District a new cash balance of \$2,600 for next year.

There were no questions.

The Social Security Fund had a negative beginning cash balance of \$6,700, due to a typographical error. To correct, a portion of the CPPRT funds is earmarked toward revenue, giving positive total revenue of \$69,210 or \$62,510 in working cash to cover \$57,100 expense.

There were no questions.

Regarding the narrative, the second paragraph will be eliminated. It does not reflect the levy adopted in 2012. Trustee Bogart and Executive Director Konsis previously discussed this.

Trustee Bogart commented on Estimated Assessed Valuation (EAV). The District has managed to collect the same amount of tax money since 2005. This is to be commended since the EAV is moving downward, and it forces the rate to increase without increasing the dollar amount levied by the District.

There were no more questions or comments.

Trustee Bogart moved to approve Ordinance No. 128, Budget and Appropriations Ordinance for 2013-2014 Fiscal Year, to be put on public review for a 30-day period. This was followed by a second from Trustee Green.

Executive Director Konsis commented that that an amendment will need to be made before final approval of Ordinance No. 128 regarding the sale of gasoline at Lake Vermilion. There is no line item to reflect this in the current document.

All in favor, motion carried.

Agenda item eight b: Approve Specifications for 2013-2014 Health Insurance. Executive Director Konsis stated that the specifications are included in the Trustee's notebooks. He added that there will probably need to be an amendment for an increase of 5% here.

Trustee Green moved to approve the Specifications for the 2013-2014 Health Insurance package. 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: IACD President, Jamie Pasquale reported that there will be a regular meeting sometime next month.

Agenda item nine b; V.C.C.D. Foundation Report. Executive Director Konsis reported that there is a V.C.C.D. Foundation meeting scheduled for Friday, April 5, 9 a.m., Zack Hickman Room.

Agenda item nine c: IAPD Report. Executive Director Konsis stated that the Trustees membership cards are at their respective places at the table.

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 eleven classes attended Maple Syrup Day Visits at Forest Glen since they last met. Outdoor School began this week and will continue for seven more weeks at each park.

There is an education staff meeting scheduled for this Friday to discuss summer programming, outdoor school and the new education center.

To date, 30 tickets have been sold for the Forest Glen Archery Deer Hunt. Calls continue to come in, and hunters have been out scouting the designated hunt areas.

Gary introduced Susan Biggs-Warner, Historical Interpreter and Naturalist. Susan gave the Trustees a listing of District Historical programming and events held annually. She explained that as historical interpreter, it is her job to oversee the historic special events and smaller weekend programs. She also conducts Day Visits for school classes covering historical life as well as nature education and goes out into the community for public speaking engagements. Most of the items donated and displayed in the Kennekuk Bunker Hill Historic Area have been previewed by her before accepting them, and she receives calls asking for help in identifying and categorizing antique pieces.

She invited the Trustees to come out to the many programs the District offers that encourage the public to visit the parks. There is much to learn!

The Trustees thanked Susan for her presentation.

This concluded the Education Supervisor's Report.

Agenda item thirteen a; Report from the Associate Director. Associate Director Pasquale continues to work at the education center construction site. The two 1,500 gallon septic tanks are connected to the leech fields.

He attended a Lake Vermilion Water Quality meeting.

The Forest Glen Staff has been very busy collecting sap to make syrup and he assisted with the collection twice. He helped during Maple Syrup Open House with preparing the sausage.

The heating system at the Kennekuk maintenance shop was replaced with a more efficient propane infrared system.

This concluded the Associate Director's Report.

Agenda item fourteen; Report of Executive Director. Executive Director Konsis began by reporting on the education center. Timber framing began and concrete testing was approved. There is a target date of the week of April 8 to pour the floor.

Larry Lovett, of Georgetown, is an engraver who designs commemorative coin medallions. The medallions are being considered as "gifts" for the larger donors for the Environmental Education Center by the Foundation.

The contract to bring two stars from the show, Duck Dynasty, to Danville as a fundraiser for the education center has been signed. There are two shows scheduled; one at noon, and another at 5:30 p.m. on May 18. The Foundation will receive the proceeds from the

second show. Tickets go on sale April 1 at 10 a.m., for \$30 each. The District has 100 tickets allotted. Local Cellular One officials are out of the loop, and the CEO from Terre Haute is handling the event. Executive Director Konsis will try and keep everyone updated.

The Kickapoo Trail committee is requesting to Hayes and Frerichs that they try to get IDNR to waive the reimbursement process for three grants. IDNR is an equal partner, so this makes no sense.

The Maple Syrup Open House, held Sunday, March 17, served 724 people; the dinner grossed \$3,328.75. Approximately 90 gallons of syrup was made; 4,500 gallons of sap collected. Syrup prices were raised by \$2 this year, and we nearly sold out that day. Syrup sales totaled \$5,178. President Little was there and spoke to several persons in attendance who were happy with the event.

The next V.C.C.D. Board of Trustees meeting is Wednesday, April 17, 2013, 4:30 p.m. at the Zack Hickman Room, Kennekuk County Park. Agenda items include approval of specifications for the general liability insurance and budget amendments.

Bob Arnholt arrived at 5:33 p.m.

There was extensive discussion regarding the Duck Dynasty event, and the Trustees offered several ideas how the District could best capitalize on the stars appearance. However, there just isn't any information forthcoming from either the Duck Dynasty folks or Cellular One.

This concluded the Executive Director's Report.

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

Trustee Bogart asked what the show will be about. She also commented that if only one of the Duck Dynasty shows proceeds will be benefiting the center, one may be more popular, it may be tough to promote the event.

Executive Director Konsis assured the Trustees that both shows will sell out.

Trustee Green stated that he is happy with the progress made on the building construction. He also complimented Executive Director Konsis on the budget.

Trustee Danner is pleased with the way things are progressing.

Trustee Porter is interested to see how the event is going to progress.

President Little commented that Bill Cottrell approached him with an idea for the Forest Glen hunt. Bill thought that the first tickets should only be granted or sold to Vermilion county residents.

Gary Wilford responded that he is collecting for consideration, all suggestions. It is too late for this year, however.

The fireman's "Run" fundraiser President Little brought to the Executive Director has only received one application for funds recipient. The firemen wish to keep it open for others to be considered.

The Forest Glen Hunt lottery was brought up at the Fairmount Conservation Club. President Little asked Gary Wilford to research and follow up on all the state rules and regulations for conducting the drawing. Gary agreed.

President Little checked into conducting a Conceal and Carry Firearms course at the District, as a fundraiser. He has given Executive Director Konsis some information on this. There is a class in Georgetown at the American Legion on March 23.

Trustee Bogart looked up the cost for the polished concrete floor in the Environmental Education Center and found it to be listed at \$28,000 initially. Now it is \$55,000. She posed the significant difference in price to Executive Director Konsis.

Executive Director Konsis responded that was only an approximate "guess" at the time of bidding. At that time it was not thoroughly researched. Since then, it was found to be a more intricate process than first thought, therefore the higher cost.

Bob Arnholt was invited to comment. He asked about the hunting lottery rules, and believes there is a city or county license needed.

With no further discussion, and all business transacted, *Trustee Danner moved to adjourn the meeting at 5:46 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