

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

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

**Wednesday, August 17, 2013  
4:30 p.m.  
White Oak Nature Center  
Kennekuk County Park  
Danville, IL**

President Little called the August Regular Meeting of the Vermilion County Conservation District Board of Trustees to order and opened the meeting with the Pledge of Allegiance to the American Flag.

Roll call showed the following.

Trustees Present: Nikki A. Bogart  
Ken E. Green  
Perry A. Jaynes  
Brett K. Little

Trustee(s) Absent: B. Dirk Porter

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; and Amy Steeples, Recording Secretary. Also present: Karen Crowder and Tammy Battle, Crowder CPA's Ltd.; and Gordon Thoennes, Dimond Bros. Insurance.

Staff members present included Kim Fox, Lorna Konsis and Gary Wilford.

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

Executive Director Konsis asked to add item eleven a. Explanation of Employee Health Reform Presentation by Gordon Thoennes.

*Trustee Bogart moved to approve the agenda as amended. This was followed by a second from Trustee Jaynes. All in favor by acclamation, motion carried.*

Agenda item number five was the Approval of the Minutes from the July 17, 2013, Regular Meeting. President Little asked for any corrections to the minutes.

Executive Director Konsis stated that Trustee Bogart wished to amend her comment on page three, third paragraph from the bottom, to read: *Trustee Bogart questioned the amount levied for corporate purposes which total \$640,000 should be corrected to \$635,000. She clarified that the Trustees are voting for the narrative; let the minutes show that she will not support a tax increase. This affirms that corporate fund will be \$635,000, and everything will be as stated in Section 1 of Ordinance No. 130.* The change has been made; the amended document has been placed in the Trustee's notebooks.

*Trustee Jaynes moved to approve the July 17, 2013, Regular Meeting Minutes as amended. This was followed by a second from Trustee Bogart. 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 questioned charges made to Big R Stores for drain plug and oil resale items.

Executive Director Konsis responded those were convenience items sold at the boat ramp.

Trustee Bogart was concerned about payments made by V.C.C.D. for V.C.C.D.F. expenses. She realizes these are reimbursed, but what is the reason the Foundation is not invoiced directly?

Executive Director Konsis explained that many times it is for ease of doing business.

Karen Crowder was recognized, and responded that these transactions are considered a reimbursed donation, and it is very acceptable procedure. She will review these transactions and report back to the Board, if they wish. The Trustees agreed.

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 \$30,900.00. Illinois Funds Investment Pool balance is \$9,270.00. The Illinois Funds Money Market account balance is \$2,900.00. The Hoopston Money Market balance is \$49,000.00. The Preferred Checking Account (Hegeler account), remains at \$2,400.00. The Money Market Passbook account at Central Illinois Bank is \$25,000.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville has a balance of \$5,700.00.

The grand total of cash and investments as of August 21, 2013, is \$125,170.00, which compares to \$78,460.00, 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 \$300.00.

He asked if there were any questions from the Trustees.

*Trustee Jaynes moved to approve the Current List of Bills from July 2013 in the amount of \$17,933.17, which included check #'s 31588 – 31627; the Manual Checks for July 2013 in the amount of \$28,933.58, which included check #'s 31490 – 31498 and #'s 31534 - 31566; the General Journal Entries for July 31, 2013; the July 2013 Budget Report and the August 21, 2013 Report on Cash and Investments. This was followed by a second from Trustee Green.*

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

Trustee Jaynes	-	yes
Trustee Green	-	yes
Trustee Bogart	-	yes
President Little	-	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 Audit Report for Fiscal Year 2012-2013. President Little recognized Karen Crowder, Crowder CPA’s Ltd.

Each Trustee had been given a copy of the V.C.C.D. Annual Financial Report for the fiscal year ended March 31, 2013. Karen explained that the District had an unqualified report, or in other words, the best audit. She thanked Kim Fox, Financial Secretary; and Lorna Konsis, Inventory Control, for their efforts in keeping the District accountable.

Karen commented on two minor items she would like to see improved upon; shelter reconciliation and cash receipts. As in years past, there is still an issue with the segregation of duties, and this will always be true due to the lack of personnel.

Karen explained the attached letters to the Board of Trustees and Management of the V.C.C.D. She presented the complete audit report, highlighting significant reports, statements, and notes. Referencing pages 11 and 12, there is an added component of the V.C.C.D. Foundation on the Statement of Activities-Modified Cash Basis. Because of this increased relationship between the District and Foundation this information needed to be disclosed.

The Governmental Funds Balance Sheet shows a positive balance. The Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Funds shows an increase.

Pages four through ten contain management’s discussion and analysis of the District’s financial activities for the fiscal year ended March 31, 2013. This clarifies the financial statements included in the annual report.

Pages eleven through seventeen are fund financial statements regarding expenditures, revenues, assets and liabilities.

Pages eighteen through thirty-five are notes to the financial statements.

Trustee Bogart commended Kim Fox on her proficiency of her portion of the report.

Trustee Bogart stated that she is still concerned with some fund balances running with a deficit balance. This causes money to be transferred from other funds without amendments to the budget and she is not comfortable with this course of action.

Karen agrees that amendments probably should be made to the budget funds for large amounts.

Executive Director Konsis agreed to meet with Trustee Bogart regarding the budget and how District expenses are recorded. Karen offered to meet with them.

With no more questions, *Trustee Jaynes moved to approve the Vermilion County Conservation District Annual Financial Report for the fiscal year ended March 31, 2013. This was followed by a second from Trustee Green. All in favor, motion carried.*

Agenda item eight b: Approve Resolution to Extend OSLAD Loan Until November 30, 2013.

Executive Director Konsis explained that the construction on the education center was ongoing, and he would like to apply for an extension of the due date for the Open Space Land and Development (OSLAD) grant.

The Trustees had reviewed the resolution. Therefore, *Trustee Jaynes moved to approve Resolution No. 13-1, authorization from the Vermilion County Board of Trustees for a two month extension of loan No. 65854, for the purpose of construction of the Kennekuk Environmental Education Center, which matures on September 30, 2013 to now mature on November 30, 2013. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.*

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD President, Jamie Pasquale reported the annual meeting scheduled to be held in Putnam County on August 23-24, 2013 has been cancelled. McHenry County Conservation District has decided that they will no longer be a part of the Illinois Association of Conservation Districts. The future of the IACD will be discussed at a meeting to be held in Oglesby. McHenry County Conservation District is the largest member of the five districts, and has chosen to join forces with Forest Preserve Districts. Putnam County has also voted to remove themselves from the IACD. The remaining members are Boone, Macon and Vermilion.

Agenda item nine b; V.C.C.D. Foundation Report. Gordon Thoennes, V.C.C.D. Foundation Chairman, stated that at the August 2, 2013 meeting, the Directors voted to

appoint Dallas Bowman to fill the vacancy left by Judy Sacotnik's resignation. The Foundation Directors recommend Dallas Bowman's appointment to the V.C.C.D. Foundation Board of Directors by the V.C.C.D. Board of Trustees.

*Trustee Green moved to approve the appointment of Dallas Bowman to fill the vacancy left by the resignation of Judy Sacotnik, until December 31, 2013. This was followed by a second from Trustee Jaynes. All in favor, motion carried.*

Gordon thanked the Trustees. He reported that the \$200,000 loan was procured by the Foundation which paid off the loan on the Busby-Meyer Wildlife Area, balance of \$156,000 was deposited into an account at 1<sup>st</sup> Financial Bank. This amount will be sufficient to pay the balance of Phase I of the Kennekuk Environmental Education Center, with a \$25,000 float. It is a five-year, balloon payment loan; amortized over ten years, 4.25% from Farm Credit Services. Fundraising will continue for Phase II. The Foundation has set a goal of August 2014 to break ground.

Agenda item nine c: IAPD Report. Executive Director Konsis had nothing to report.

Agenda item ten: There was no executive session.

Agenda item eleven a: Employee Health Insurance Presentation. The Board recognized Gordon Thoennes, Dimond Bros. Insurance Representative. He gave the Trustees a copy of information regarding two options for employee health insurance. The first is to do nothing and keep the regular renewal date of June 1, 2014. Any renewal after January 1, 2014 will have to conform to the Essential Benefits Provision of the Affordable Care Act. Option two, Coventry is offering a December 1, 2013 renewal which will delay the conformation to the Act until December 1, 2014.

At this date, Gordon apologized because Coventry has not sent him a correct premium quote. He expects the renewal to be about 3% over the current premium of around \$10,000 per month. This will need to be acted upon before September 16, 2013. He strongly recommends renewal December 1, 2013, stating that in the long run it will save the District dollars.

Discussion and questions ensued.

Trustee Jaynes echoes Gordon's recommendation, upon receipt of a correct premium quote.

It was decided to table this decision at this time; a special meeting will be scheduled when more information is received by Gordon to give to the Trustees.

Agenda item twelve a; Report From the Education Supervisor. Gary Wilford reported that the Summer Camp Program has concluded. While attendance was down slightly, it is a very valuable program to introduce children to the outdoors. Preparations are underway for Outdoor School, which starts September 16. Jeremy, Lara, and he are working hard to clear trails, "Gateways to the Outdoors". Jeremy has even designed a new trail at Kennekuk. Gary is working with several scouts on Eagle Scout Projects at Forest Glen.

The Archery Deer Hunt Draw went very well, and hunters' informational packets have been mailed out. The hunters are enthusiastic and looking forward to the 2013-2014 season.

Several scientific research projects are ongoing at both parks, and the archeological dig at the Collins Site at Kennekuk has successfully concluded.

Invasive species control on Autumn olive has been an uphill battle for a number of years. Recently, the V.C.C.D. was approached by a company that is making use of the berries of this persistent plant. Gary introduced Dustin Kelly, Autumn Berry Inspired.

Dustin explained how his business got started, and seeks permission from the V.C.C.D. Board to harvest berries from the autumn olive plants in Forest Glen and Kennekuk. Gary has chosen areas in both parks where this can be done. Autumn Berry uses the berries to create jam, jelly, wine and beer to sell! Dustin gave the Trustees a sample jar of jam.

The Trustees briefly discussed Dustin's request, and saw no problem with allowing him to harvest. The District is hoping that the harvest of these berries will slow the spread of this unwanted plant.

Trustee Bogart asked about another invasive plant, kudzu. Executive Director Konsis stated that kudzu had been found in the Danville area.

President Little asked Gary Wilford how many hunting raffle tickets were sold.

Gary responded that 243 tickets were issued. Individual tickets were sold for \$25/ea. or five tickets for \$100. With the sealed bid and live auction hunts, the approximate revenue is \$13,000.

This concluded the Education Supervisor's Report.

Agenda item thirteen a; Report from the Associate Director. Associate Director Pasquale reported that he has been hard at work at the education site. Areas around the building have been planted with grass seed. Larry Gilliland and he have begun painting the interior walls, and they should be caught up with the drywall finishing crew next week. The air conditioning works well in the building. Concrete work continues. Cleanup outside has started, including distribution of the dirt piles.

OSHA upgrades and citations at the maintenance centers and boat ramp are nearly complete and have been addressed.

This concluded the Associate Director's Report.

Agenda item fourteen; Report of Executive Director. Executive Director Konsis reported on OSHA . The first round of abatements was sent out August 6<sup>th</sup>, the second on August 20<sup>th</sup>.

The Kennekuk Education Center dedication and open house is scheduled for Sunday, September 15, 1:00 p.m. Invitations have been ordered. Ceremonial ribbon cutting is

planned with refreshments and staff will be present in the building for questions during tours. The new project schedule, included in the Trustee's notebooks, shows a completion date of September 13<sup>th</sup>. However, the building will not be 100% complete at that time, due to owner performed work. IDNR sign-off, for the DCEO grant, is scheduled with Ron Whitmore for Friday, September 6<sup>th</sup>.

The Cheeseburger & Fun event was successful. There were 400 cars and tractors registers for the show, and attendance was approximately 7,000 – slightly down from last year. The financial report is not complete. Approximate expenses are \$9,900; revenue \$12,000.

The Lions Clubs of Vermilion County Cookout was attended by 30 people, with donations of \$1,200 pledged toward the education center.

An orientation to Trustee Jaynes was given on August 15<sup>th</sup>.

Executive Director Konsis updated Trustee Jaynes on the Kickapoo Trail project. He reported that word had been received that there is full funding available to close the trail project, and there will be no match funds required by the V.C.C.D. There will be an update at the next meeting.

The next meeting will be Wednesday, September 18, 2013, in the Zack Hickman Room, Kennekuk County Park, 4:30 p.m. Agenda items include: audit bid opening.

Trustee Green asked about the downspouts on the education center, and where the rainwater will be taken. He stated that there it is important to channel the water away from the building. He also commented that the color of the downspouts (green) was not attractive and took away from the nice timber framing.

Executive Director Konsis responded that the downspouts may later be channeled underground, and some will be handled by the rain-chains. The rain-chains are more attractive, and he will look into changing the color of the downspouts to blend with the exposed wood framing.

President Little concurred, stating the green downspouts detract from the look of the exterior timber framing.

Associate Director Pasquale responded to Trustee Green, stating the water will be channeled to the bioswale then to a culvert.

This concluded the Executive Director's Report.

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

Trustee Jaynes had no comment.

Trustee Bogart had no comment.

Trustee Green had no comment.

President Little commented on the proceeds from Cheeseburgers & Fun.

Executive Director Konsis stated that the final report has not been compiled, but he estimates a profit of \$2,200. Last year was approximately \$5,000.

President Little was not able to attend this year, but had complaints about dogs at the event. Associate Director Pasquale and Executive Director Konsis agreed, stating that the District's Ordinance states that pets are not allowed at special events.

With no further discussion, and all business transacted, *Trustee Green moved to adjourn the meeting at 6:18 p.m. This was followed by a second from Trustee Jaynes. Meeting adjourned.*

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Perry A. Jaynes  
Secretary  
V.C.C.D. Board of Trustees