

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

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

**Wednesday, November 19, 2014
4:30 p.m.
Kennekuk Environmental Education Center
Kennekuk County Park
Danville, IL**

President Bogart called the November 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
Allen E. Cooke
Jonathan A. Myers

Trustee(s) Absent: Perry A. Jaynes
B. Dirk Porter

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; Amy Steeples, Recording Secretary; and Gordon Thoennes, Dimond Brothers Insurance.

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

President Bogart welcomed Allen Cooke to the Board.

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

Trustee Myers moved to approve the agenda as presented. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion to approve the agenda carried.

Agenda item number five was the Approval of the Minutes from the October 15, 2014, Regular Meeting. President Bogart asked for any corrections to the minutes. There were none.

Trustee Myers moved to approve the October 15, 2014, Regular Meeting Minutes as presented. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried.

Item number six a. Audience Comments. There were none.

Agenda item number seven, the Treasurer's Report. President Bogart asked if there were any questions on items seven a. through d.

There were none, *Trustee Myers moved to approve the Treasurer's Report items seven a. through seven d. This was followed by a second from Trustee Cooke.*

President Bogart paused for questions and asked about manual check #32698 for reimbursement to VCCDF in the amount of \$2,500.

Executive Director Konsis explained that two of the bands for the Cheeseburger and Fun event required a deposit that had already been paid by the Foundation. When the Foundation was invoiced by the District, this deposit was included and the Foundation paid the District again.

President Bogart inquired as to the total cost of the bands.

Trustee Myers answered that it was almost \$8,000, and confirmed that in the future expenses pertaining to Foundation will be paid from their accounts.

President Bogart asked about voucher check #32749 for \$327.81 to County Market – reimbursement portion of \$219.45 to be received from Edison and Pinecrest Schools.

Executive Director responded that both schools have paid the District.

With no more questions, President Bogart requested a roll call vote. The results:

Trustee Myers	-	yes
Trustee Cooke	-	yes
President Bogart	-	yes

The vote was 3–0. Treasurer's Report, items seven: a – d were approved. Motion carried.

Agenda item number seven e. Executive Director Konsis stated that the October 15, 2014 Report did not include the CPPRT, so it has been added to the November 19, 2014 report.

The grand total of cash and investments as of November 15, 2014, is \$558,850.00, which compares to \$535,457.00, at the same time last year.

The accounts receivable amount of \$13,600.00 will be invoiced to Phases of the Moon organizers, November 20, 2014.

Executive Director Konsis clarified that the \$5,000.00 escrow was included as part of the \$50,000.00 payment to the District after the festival concluded.

With no other questions or comments, *Trustee Cooke moved to approve the Current List of Bills from October 2014 in the amount of \$17,061.16, which included check #'s 32744 - 32768; the Manual Checks for October 2014 in the amount of \$237,507.93 which included check #'s 32656– 32667 and #'s 32696- 32726; the General Journal Entries for October*

31, 2014; and the October 2014 Budget Report. This was followed by a second from Trustee Myers.

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

Trustee Cooke	-	yes
Trustee Myers	-	yes
President Bogart	-	yes

The vote was 3–0. Treasurer’s Report, item seven e was approved. Motion carried.

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

Item eight a. Discuss/Approve Amendment to Phases of the Moon Contract. Executive Director Konsis referenced the agreement dated November 20, 2014, given to the trustees. This agreement was discussed during the recent meeting with the organizers. President Bogart was also in attendance.

He explained that the following amendments were discussed, agreeable to both parties and ready for Board approval: Article 1. Premises - the access areas for the festival are outlined in detail; Article 2. Term - the agreement was extended by one year; Article 3. Basic rent - after the termination of the 5-year lease, the rent shall be re-negotiated with full documentation of ticket sales; Article 4. Security deposit - the additional expenses incurred by the lessor shall be invoiced after the festival has concluded; Article 16. Net return maintenance – costs pertaining to capital improvements shall be the responsibility of the lessee.

Executive Director Konsis asked if the Trustees had any questions.

Trustee Myers moved to approve the Phases of the Moon Festival/Kennekuk County Park Lease with the amendments. This was followed by a second from Trustee Cooke.

Trustee Myers inquired about the 5-year term; how binding is the lease?

Executive Director Konsis answered that there has to be a violation in the contract, within reason, if both parties are agreeable then the lease may be terminated at any time.

Trustee Myers believes that the contract is to the District’s benefit on this item.

With no more questions, President Bogart requested a roll call vote. The results:

Trustee Myers	-	yes
Trustee Cooke	-	yes
President Bogart	-	yes

The vote was 3–0. Phases of the Moon Festival contract approved, motion carried.

Agenda item eight b. Approve Specifications for 2015 Health Insurance. Gordon Thoennes, Dimond Brothers Insurance was recognized and gave an extensive presentation.

Gordon explained that with the current policy there would be a 35% increase in premium. There are options with the four companies that offer company health insurance plans in Illinois. He is currently researching these options, and needs more information on the employees before he can continue with premium quotes. There is a lot of information to go through and Gordon suggests the Board form a subcommittee to discuss the options and present them to the full Board at the next meeting.

President Bogart agreed, and stated that this should start right away. December 1, 2014 is the renewal date, so the December premium will be paid with the increase.

Discussion ensued regarding current coverage, District responsibility and funding.

With no further questions, *Trustee Myers moved to approve the medical insurance specifications and table action until the insurance committee could meet and bring information to the Board for review and recommendation. This was followed by a second from Trustee Cooke.*

With no more questions, President Bogart requested a roll call vote. The results:

Trustee Myers	-	yes
Trustee Cooke	-	yes
President Bogart	-	yes

The vote was 3–0. Motion to table insurance renewal carried.

Agenda item number eight c: Approve Specifications for 2015 Workman’s Compensation Insurance. Gordon Thoennes gave the Trustees a copy of the Illinois Public Risk Fund policy information page on current coverage. The premium for 2015 will be based on worker’s salaries. The premium for 2015 will be approximately \$13,000.

With no further questions, *Trustee Myers moved to approve the specifications as presented for the Workman’s Compensation Insurance. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried. Action on approving the Workman’s Compensation premium will be an agenda item on the December agenda.*

Agenda item number eight d: Open Sealed Bids for Kennekuk Telephone System. Associate Director Pasquale opened the only bid, from Midwest Communications Group. Their bid was \$8,749.60; this also included an option of a 5-year payment plan.

Associate Director Pasquale briefly explained the current phone system, the issue of why there was a need for a new one, and what differences there were in the new system that was bid.

Discussion ensued.

With no more questions, *Trustee Myers moved to approve the bid from Midwest Communications Group for a NEC SV-9100 digital IP key telephone system for Kennekuk County Park for \$8,749.60. This was followed by a second from Trustee Cooke.*

President Bogart requested a roll call vote. The results:

Trustee Myers	-	yes
Trustee Cooke	-	yes
President Bogart	-	yes

The vote was 3-0. Motion to accept the new phone system bid was carried.

Agenda item number eight e. Open Sealed Bids for Batwing Mower. Associate Director Pasquale reported that three bids were received. They were opened and read aloud.

Shaff Machinery Co., Urbana	\$16,399.00
Rahn Equipment Co., Tilton	\$16,989.21
Birkey's, Urbana	\$16,725.00

Associate Director Pasquale stated that there were different wheel material options with each bid.

President Bogart asked if Associate Director Pasquale knew what the state quote was for a batwing mower.

He responded that he checked and it was \$19,700.

After a brief discussion regarding tire type, Trustee Myers moved to approve the lowest bid meeting specifications, with eight laminated tires. This was followed by a second from Trustee Cooke.

President Bogart requested a roll call vote. The results:

Trustee Myers	-	yes
Trustee Cooke	-	yes
President Bogart	-	yes

The vote was 3-0. Motion to accept the lowest bid meeting batwing mower specifications was carried.

Agenda item number eight f. Update on Selection of Engineering Firm for Kickapoo Rail Trail. Executive Director Konsis reported that at the October V.C.C.D. Board meeting, two firms sent qualifications: Fehr Graham and Farnsworth & Associates. Both firms are equally qualified. Interviews were held at Homer Lake on Thursday, November 6. These were conducted by Dan Olson and Mary Ellen Wuellner from the Champaign County Forest Preserve District, Associate Director Pasquale, and the Executive Director.

Estimated cost figures have been requested from both firms, and there will be a recommendation for the Trustees' approval at the December Board Meeting. The cost may not exceed 10% over the amount of the grant.

There were no questions.

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD President, Jamie Pasquale reported that he attended the IACD Meeting on October 16, 2014 at Starved Rock State Park. Members are attempting to increase interest by bringing their employees and trustees. Several Forest Preserve Districts are also invited in order to increase membership. The next meeting will be at Starved Rock State Park, January 29, 2015, 9:30 a.m. He invited the V.C.C.D. Trustees. This concluded the IACD Report. There were no questions.

Agenda item nine b; V.C.C.D. Foundation Report. Executive Director Konsis gave the report. The Foundation contracted with Farnsworth and Associates for the floor plan for Phases II and III and to associate costs with different components of these phases.

The Forest Glen Trail Run generated \$1,076.19 for the Foundation's general fund. This will probably be the last time for his event, due to the relocation of the main organizer.

The next Foundation meeting will be Friday, December 5, 9:00 a.m., Kennekuk Education Center.

Amy Steeples, V.C.C.D. F. recording secretary added that Foundation membership renewal letters should be mailed in December.

This concluded the V.C.C.D.F. Report. There were no questions.

Agenda item nine c: IAPD Report. Executive Director Konsis reported the annual IAPD Meeting will be held in Chicago on Saturday, January 22 – 24, 2015. If any are interested in attending, the application for credentials must be turned in next week.

Agenda item ten: There was no executive session.

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

Agenda item twelve. Report From the Education Supervisor. Gary Wilford gave the trustees the Outdoor School schedule for fall 2014 and spring 2015; the workbook to Trustees Cooke and Myers. Next program will be Traveling Naturalists beginning in January through March, visiting all Vermilion County Schools. The end of February through March the staff will be offering Day Visits featuring winter wildlife and the maple syrup program.

Gary gave Forest Glen Archery Hunt packets to Trustees Cooke and Myers. He briefly explained the reason for the newly instituted hunting program at Forest Glen, now in its second year. The hunting season began in October, and at this point, 24 deer have been harvested [16 does and 8 bucks].

President Bogart added that not only does this program provide a solution to conservation issues, but also adds and additional source revenue for the District.

There were no questions from the Trustees; this concluded the report from the Education Supervisor.

Agenda item thirteen: Report from the Associate Director. Associate Director Pasquale reported that after a preliminary review of the bids for the batwing mower, it appears Shaff Machinery has the lowest bid.

Haunted Happenings event on October 25 went well. Winterization of buildings and equipment is underway. Hunting at Kennekuk is in full swing. We are in the third week of upland game season. The District releases pheasants during this time, providing for a good recreational hunt experience.

He and the Executive Director have attended numerous Kickapoo Rail Trail meetings. Executive Director Konsis will give the Trustees updated information.

This concluded the Report of the Associate Director.

Agenda item fourteen: Report From Executive Director. The Kickapoo Rail Trail updates included attending several meetings discussing selection of an engineering firm, inter-governmental agreement with IDNR and VCCD, Illinois Trail Corps volunteers crews, fundraising, grants, and master planning for the trail.

Haunted Happenings was held October 25, with an estimated 900 in attendance. The financial report for this event will be given at the December meeting.

Executive Director Konsis attended the following meetings: Aqua Illinois Customer Appreciation Dinner, National Walnut Council, and V.C.C.D. budget planning.

Thanksgiving at the Cabin was held November 9, hosted by Susan Biggs Warner and Amy Steeples. There were 100-150 in attendance for this popular annual event.

The only upcoming event is the Holiday Open House, Bunker Hill Historic Area, will be Sunday, December 14, 2-6 p.m.

There will be two employees retiring from the District in the next few months. Jerry Leahy, maintenance and janitor at Forest Glen will be retiring December 30, 2014, with 35 years of service; Ken Kuntz, Kennekuk County Park Superintendent's last day will be April 1, 2015, with 43 years of service.

The next V.C.C.D. Board of Trustees meeting is Wednesday, December 10, 2014, 4:30 p.m., Kennekuk Environmental Education Center. Agenda items include: selection of Kickapoo Rail Trail engineering firm; workman's compensation insurance renewal; employee medical insurance decision; 2015 District user fees; policy approval for 5K runs, golf cars, drones, etc.; 2015-2016 board meeting schedule.

There were no questions or comments.

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

Trustee Myers handed out a copy of the matrix, as promised, as a guideline for future events to be held at the parks. He will not be in attendance for the December 10th meeting.

Trustee Cooke is glad to be back on the Board, and hopes to help serve the District well.

President Bogart commended the Staff, and especially Associate Director Jamie Pasquale. He did a great job with unexpectedly filling in while Executive Director Konsis was dealing with health issues, particularly with Phases of the Moon wrap up and Kennekuk Rail Trail issues all occurring at the same time. The October meeting went smoothly. She is glad to see Executive Director Konsis back!

Executive Director Konsis commented that he was glad to be back!

With no further discussion, and all business transacted, *Trustee Myers moved to adjourn the meeting at 6:35 p.m. This was followed by a second from Trustee Cooke. Meeting adjourned.*

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