

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

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

**Wednesday, December 11, 2013
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 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
Brett K. Little
B. Dirk Porter

Trustee(s) Absent: Perry A. Jaynes

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; and Amy Steeples, Recording Secretary. Others included Linda Bolton, Vermilion Advantage and Daniel Olson, Champaign County Forest Preserve District.

Staff members present included Jenny Parish, Lorna Konsis, and Charles Rhoden.

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 November 20, 2013, Regular Meeting. President Little asked for any corrections to the minutes.

Executive Director Konsis stated that the first page of the minutes will be corrected to read "Regular" Meeting of the Board of Trustees.

Trustee Green moved to approve the November 20, 2013, Regular Meeting Minutes as amended. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Item number six, Audience Comments. Executive Director Konsis introduced Linda Bolton and Daniel Olson.

Agenda item number seven, the Treasurer's Report. President Little asked if there were any comments or questions on items seven a. – seven d. There were none.

Agenda item seven e. President Little asked Executive Director Konsis to give the Report on Cash and Investments.

Executive Director Konsis noted that the report was as of December 11, 2013. He reported that the current balance in the checking account at First Midwest Bank, Danville was \$98,200.00. Illinois Funds Investment Pool balance was \$46,700.00. The Illinois Funds Money Market account balance was \$5,100.00. The Hoopston Money Market balance was \$223,800.00. The Preferred Checking Account (Hegeler account), remains at \$2,400.00. The Money Market Passbook account at Central Illinois Bank was \$198,300.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville had a balance of \$5,000.00. A Certificate of Deposit was invested at Iroquois Federal at a rate of .5% for 91 days for \$100,000.00.

The grand total of cash and investments as of December 11, 2013, is \$679,800.00, which compares to \$631,840.00, 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 Green moved to approve the Current List of Bills from November 2013 in the amount of \$10,440.21 , which included check #'s 31951 - 31971 ; the Manual Checks for November 2013 in the amount of \$410,383.64 which included check #'s 31840 – 31876 and #'s 31908 - 31935; the General Journal Entries for November 30, 2013; the November 2013 Budget Report and the December 11, 2013 Report on Cash and Investments. This was followed by a second from Trustee Porter.

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

Trustee Green	-	yes
Trustee Porter	-	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: Kickapoo Trail Report from Champaign County Forest Preserve District. Daniel Olson, Executive Director of CCFPD stated that he was here to address any concerns or questions our Board may have regarding the trail rules and regulations. He began by affirming that each segment of the trail will need to have the exact same rules in place. These are first adopted by the CCFPD, and then brought before the VCCD for approval. The VCCD have had these rules to preview, he asked for questions.

Trustee Green inquired about leaving the trail during mushroom hunting season.

Dan responded that was part of the purchase agreement made with CSX Railroad; for safety reasons. However, branches may be allowed through towns or parks.

There were no other questions regarding trail rules and regulations.

Trustee Bogart asked to discuss item eight j. conservation fund loan agreement at this time. The Board agreed.

Trustee Bogart inquired as to the certainty of the repayment of the money that the VCCD has invested, from the grant or grants.

Executive Director Konsis assured the Board that the VCCD will receive the \$582,038 for the Kickapoo Trail back from two grants and the repurchase of the Kickapoo State Park portion from IDNR.

Discussion ensued.

With no more questions, Trustee Bogart moved to approve the Champaign County Forest Preserve and the Vermilion County Conservation District Rail Trail Rules and Regulations. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Agenda item eight b. Enterprise Zone Renewal. Linda Bolton, Vermilion Advantage, explained that the current zoning contract will expire in 2014. The state legislature wants to revisit how this is reported and monitored. There are ten new mandates. However, since there is not enough time to put these in place, they are asking every zone to sign off as it exists now with no changes and review the mandates.

Trustee Bogart moved to approve the resolution authorizing a time extension for the issuance of property tax abatement for existing areas by the Vermilion County Conservation District for certain areas located within the Danville/Tilton/Henning/Vermilion County Enterprise Zone. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Agenda item eight c. Select CPA Firm for Fiscal Year 2013-2014. The bids were reviewed and President Little asked for questions.

Trustee Green inquired about the new state laws regarding Foundations. The Board discussed this issue at length.

With all concerns addressed, *Trustee Green moved to accept the bid of \$5,400 - \$5,950 for audit services from Crowder CPA's Ltd. for fiscal year 2013-2014. This was followed by a second from Trustee Porter. A roll call vote was called:*

Trustee Green	-	yes
Trustee Porter	-	yes
Trustee Bogart	-	no
President Little	-	yes

The vote was 3–1. Crowder CPA's Ltd. bid was approved. Motion carried.

Agenda item eight d. Open Sealed Bids for Workman's Compensation Insurance. Executive Director Konsis opened the only bid received. It was from Illinois Public Risk Fund in the amount of \$14,082.00. There is a safety grant for \$1,333.00. This compares to 2013 premium of \$13,370.000; safety grant of \$1,500.00.

With minimal discussion, *Trustee Green moved to approve the bid from Illinois Public Risk Fund for Workman's Compensation Insurance for 2014 in the amount of \$14,082.00. This was followed by a second from Trustee Porter. All in favor, motion carried.*

Agenda item eight e. Presentation of 2013 Building Rental Statistics.

The Board recognized Lorna Konsis, Internal Audit, to present the statistics for Forest Glen Preserve. There were 277 reservations made at Forest Glen compared to 256 in 2012. This accounted for an increase in annual revenue of \$1,061.50. Both Edgewood Center and Maple Grove Lodge rentals were down, while the Audubon Barn and open shelters were up quite a bit.

She noted that bookings for weddings were down slightly from last year; reunions, birthday parties and graduation parties account for 76% of all of the Forest Glen rentals.

The Board recognized Jenny Parish, Administrative Secretary, to report the Kennekuk Park statistics. The report compiled by Jenny for Kennekuk showed that there were 25 less rentals in 2013 than 2012, 430 as compared to 455. However, income was \$2,168.00 more in 2013 than 2012 (\$30678.00 compare to \$28,510.00).

At this time, neither Jenny nor Lorna recommends raising the building rental rates for 2014.

Executive Director Konsis commented that for 2013, the rates for air conditioned buildings was raised by \$10.00 as a "seasonal rate increase" beginning Memorial Day weekend through Labor Day weekend.

The consensus of the Board was not to increase the building and shelter rental rates for 2014.

President Little thanked Lorna and Jenny for the reports.

Agenda item eight f. Approve 2014 V.C.C.D. User Fee Schedule. Executive Director Konsis and Associate Director Pasquale did not recommend an increase of the 2014 User Fee Schedule.

A motion was made by Trustee Bogart to approve the 2014 User Fee Schedule as presented, seconded by Trustee Green. All in favor by acclamation, motion carried.

At this point, Associate Director Pasquale recommended that the boat pier slip at Ironwood Springs Boat Ramp be eliminated. It has not been used in several years.

Trustee Bogart moved to approve the 2014 User Fee Schedule striking number one under Section B Boat Pier Slip Season Fee. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Agenda item eight g. Approve 2014 V.C.C.D. Board Meeting Calendar. Executive Director Konsis asked that the schedule of meetings presented be approved with the following revisions. July 16 and August 20 meeting locations be moved to the Kennekuk Environmental Education Center; the October 22 meeting date is moved to October 15.

Trustee Bogart moved to approve the 2014 Schedule of Regular Monthly Meetings of the V.C.C.D. Board of Trustees as amended. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Agenda item eight h. Danville Dams. Executive Director Konsis explained the history of the dams placed along the Vermilion River. The dams were not placed by the V.C.C.D. He stated that the Board needs to take a position regarding V.C.C.D. ownership of the dams. V.C.C.D. ownership of the dams is a moot point because they are uninsurable.

Discussion ensued.

Trustee Green moved that the Vermilion County Conservation District categorically refuse to accept ownership and liability thereof of the Danville dams. This was followed by a second from Trustee Porter. All in favor, motion carried.

Agenda item eight i. Reappointment of V.C.C.D. Foundation Directors. Executive Director Konsis had provided the Trustees with a complete list of Foundation Directors and indicated the four whose terms would expire December 31, 2013.

After a brief discussion, Trustee Bogart moved to approve the reappointment of Dallas Bowman, Kevin Green, Mark Meyer, and Jonathan Myers to a three year term to expire December 31, 2016. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Agenda item eight j. Approve Conservation Fund Loan Agreement. Executive Director Konsis referenced the information sent to the Trustees, and went on to explain the high points of the loan. The amount of \$582,038.00 is approved to acquire the 160 Griffin CSX

transportation Inc. property at an interest rate of 3.25% per annum for a term of one year. The Executive Director explained that payments will be made from grants already approved and repurchase of the Kickapoo State portion from IDNR.

Trustee Green moved to approve the Conservation Fund Loan Agreement for \$582,038.00 at the interest rate of 3.25% for a term of one year, secured by a first deed of trust on the property consisting of 160 acres for the Kickapoo Trail. This was followed by a second from Trustee Porter.

President Little called for a roll call vote. The results:

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

The vote was 4–0. The Conservation Fund Loan Agreement was approved. Motion carried.

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD President, Jamie Pasquale had nothing to report.

Agenda item nine b; V.C.C.D. Foundation Report. Executive Director Konsis reported in the absence of any Foundation Director. The 2013 Cheeseburger and Fun event netted the Foundation \$3,548.59. The next Foundation meeting is February 14, 2014; 9 a.m.

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: There were no amendments to the agenda.

Agenda item twelve a; Report From the Education Supervisor. Gary Wilford was not present; Amy Steeples gave a short synopsis. The Education Staff will meet on December 12 to discuss upcoming programs for the 2014 and teleconference with Taylor Studios regarding the exhibit room(s) design plan.

The hunting program continues to run smoothly, and the education staff is preparing for the Traveling Naturalist program which will begin in January. Outdoor School for the spring season will begin in March 16, following the Maple Syrup Open House [third Sunday].

There were no questions.

Agenda item thirteen a; Report from the Associate Director. Associate Director Pasquale reported that vehicles and equipment were being repaired and maintenance in preparation for the winter season. The parks will be open through the winter months, unless there is

very bad weather. The maintenance staff also uses this time to catch up on building maintenance and upkeep.

This concluded the Associate Director's Report.

Agenda item fourteen; Report of Executive Director. Executive Director Konsis reported that the District had received a \$20,000 donation for the Kennekuk education center roof garden. The "punch list" for the construction crew is being addressed, Larry Gilliland is installing the trim and floors will be cleaned after the woodworking is complete.

The OSLAD grant is closed. Photos taken at the Busby-Meyer Wildlife Areas have been submitted showing that the land is in use as recreational property.

DCEO grants closed on Monday, the final documents were cleared.

There was a light turnout at the Bunker Hill Historic Area Holiday Open House; probably due to the weather.

The next meeting will be Wednesday, January 15, 2014, in the Zack Hickman Room, Kennekuk County Park; 4:30 p.m. Agenda items include: staff salaries, comptroller issues, and preliminary Corporate Fund Budget considerations.

This concluded the Executive Director's Report.

President Little would like Executive Director Konsis to keep the V.C.C.D. Board updated on the V.C.C.D. Foundation audit issues.

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

Trustee Bogart thanked the Trustees and Staff for their kindness shown during her time of loss.

Trustee Green had nothing to report.

Trustee Porter stated that it was another year well done!

President Little commented that it had been a great year! If we consider where we started and compare it to now...the District has a brand new building!

With no further discussion, and all business transacted, *Trustee Bogart moved to adjourn the meeting at 5:42 p.m. This was followed by a second from Trustee Green. Meeting adjourned.*

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