

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

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

**Wednesday, January 17, 2018
4:30 p.m.
Kennekuk Environmental Education Center
Kennekuk County Park
Danville, IL**

President Myers called the January 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 to be present.

Trustees Present: Robert W. Arnholt
Jonathan A. Myers
Charles B. Schroeder

Trustee(s) Absent: Perry A. Jaynes

In attendance were Executive Director Konsis, and Amy Steeples, Recording Secretary.

Staff members present included: Mike Kotcher and Charlie Rhoden.

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

President Myers asked for amendments to the agenda.

With no amendments, *Trustee Schroeder moved to approve the agenda as presented. This was followed by a second from Trustee Arnholt. All in favor by acclamation, motion carried.*

Agenda item number five was the Approval of the Minutes from the December 6, 2017, Regular Meeting.

Trustee Arnholt noted that he arrived late, not during roll call as indicated. Executive Director Konsis stated that his arrival time was recorded in the minutes, and the minutes will be amended accordingly.

With no other changes, *Trustee Arnholt moved to approve the December 6, 2017, Regular Meeting Minutes as amended. This was followed by a second from Trustee Schroeder. All in favor by acclamation, motion carried.*

Item number five a. Approval of Executive Session Minutes of the December 6, 2017 Meeting.

President Myers stated that these minutes were recorded in too much detail. Future executive session minutes should be written using the State of Illinois format.

With no other comments, *Trustee Schroeder moved to approve the Executive Session Minutes as presented. This was followed by a second from Trustee Arnholt. All in favor, motion carried.*

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

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

President Myers asked that previous years be added to the profit and loss report to be used for analysis.

Executive Director Konsis responded that Kim Fox should be consulted regarding the addition to the report.

With no other questions or comments, *Trustee Arnholt moved to approve the Current List of Bills from December 2017 in the amount of \$8,642.48, which included check #'s 38102 - 38117; the Manual Checks for December 2017 in the amount of \$459,034.44 which included check #'s 37943 – 37954, 37970 – 37979, 38002 – 38005, 38026 – 38035 and 38044 – 38046; the General Journal Entries for December 31, 2017; and the December 2017 Budget Report. This was followed by a second from Trustee Schroeder.*

President Myers requested a roll call vote. The results as follows:

Trustee Arnholt	-	yes
Trustee Schroeder	-	yes
President Myers	-	yes

The vote was 3 – 0 in favor, motion carried.

Agenda item number seven e. Executive Director Konsis reported that the checking account balance is \$350,870.00. Illinois Funds totaled \$73,835.00 and there is no activity on the Illinois Funds Money Market. First Farmers Bank balance remains at \$249,800.00; and Central Illinois Bank has a balance of \$249,700.00. These are bond funds. The HRA has a total of \$3,700.00. A CD was invested at the Catlin Bank in the amount of \$200,000.00 First Savings Bank account balance is \$199,300.00.

Executive Director Konsis noted that our bond fund balance is \$194,086.93.

The grand total of cash and investments less bond funds is \$1,137,818.07. This compares to \$801,700.00 in January of 2017. It was noted that the dates on the previous year's totals need corrected.

President Myers asked if there were any other questions from the Trustees regarding any of the accounts or investments. There were none.

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

Item eight a. Approve VCCD Staff Salaries for 2018-2019 Fiscal Year. This will be tabled for action after executive session.

Item eight b. Approval of updated VCCD Employee Personnel Policies & Procedures, Section 19: 19.02 – Sexual Harassment Policy.

Associate Director Pasquale reported that every agency needed to pass an updated policy as directed by the State; with annual training from IPARKS. The current policy has been in place since 2008.

Trustee Schroeder moved to approve the updated Vermilion County Conservation District Sexual Harassment Policy as presented. This was followed by a second from Trustee Arnholt. All in favor by acclamation, motion carried.

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD Report. Associate Director Pasquale reported that ten VCCD employees will be attending the IACD conference, February 15-16, 2018.

This concluded the IACD Report.

Agenda item nine b; VCC Foundation Report. Amy Steeples reported that VCCF membership letters will be mailed soon.

Trustee Arnholt requested a VCCF Director list and meeting schedule. All Trustees will be mailed these documents.

The next meeting date is February 9, 2018, 9 a.m., Kennekuk Education Center.

This concluded the VCCF Report.

Agenda item nine c: IAPD Report. Executive Director Konsis reported that the District joined IAPD again.

Agenda item nine d: VCCD Revenue Producing/Expense Reduction Committee Report. President Myers had nothing new to report.

Agenda item nine e: VCCD Education. The report was mailed with the Trustee's packets. Amy Steeples asked the Board if they would be interested in inviting a naturalist to the Board Meeting four times each year for a short program. This could be scheduled during a light agenda month.

The Board was agreeable to this proposal. This will be worked out with the Executive Director and Board President.

Agenda item nine f: VCCD Maintenance. The Forest Glen and Kennekuk reports were mailed with the Trustee's packets. There were no questions.

Agenda item nine g: Internet Access Committee. Trustee Arnholt reported that Preston Neubert is working on an estimate for the Bunker Hill Area for a seasonal type usage plan.

Associate Director Pasquale has spoken with Stewart Winland, Dynamic Communications, regarding internet for the Bunker Hill Area and Forest Glen Preserve for as low as \$20,000 - \$30,000 including Wi-Fi in the campground at Forest Glen.

President Myers stated that specifications/needs should be written up and given to each company so that fair comparisons may be made.

Associate Director Pasquale agreed to do so.

This concluded Representative Reports.

Agenda item ten: Executive Session.

Agenda item ten b. *Trustee Schroeder moved to retire to executive session pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (C)(2). This was followed by a second from Trustee Arnholt.*

President Myers requested a roll call vote. The results as follows:

Trustee Schroeder	-	yes
Trustee Arnholt	-	yes
President Myers	-	yes

The vote was 3 – 0 in favor, motion carried. The Board retired to executive session at 5:03 p.m.

The Board returned to open session at 5:54 p.m.

Trustee Arnholt moved to approve the 2% salary schedule for 2018-2019 with adjustments as discussed. This was followed by a second from Trustee Schroeder.

President Myers requested a roll call vote. The results as follows:

Trustee Arnholt	-	yes
Trustee Schroeder	-	yes
President Myers	-	yes

The vote was 3 – 0 in favor, motion carried.

Agenda item eleven: Report from the Associate Director. Associate Director Pasquale reported that new equipment is being set up, park system roads have been plowed several times, and new lighting is continuing to be changed over to LED.

An attempt to do a prescribed burn at the Jordan Creek property was unsuccessful in December. It must be completed this year. Since the weather is so cold, not much other outside work has been accomplished.

This concluded the report of the Associate Director.

Agenda item twelve: Report From Executive Director. Executive Director Konsis reported that progress has been made with the VCCD northeast access procurement. Vermilion County Title now determines that while Rick Beyers owned the .6 acres in question – even though Carl Gunter has been paying taxes on it.

Vermilion County Title has determined that we are probably owners of the culvert. Our attorney suggests the VCCD waits to make any improvements until the Beyers property is settled and the Gunter lease is signed.

Farnsworth submitted a revised draft of the engineering contract, the cost is \$159,310.96. This is nearly \$60,000 over the IDOT estimate. This will need further review. The KRT/Danville Extension Committee will meet this Friday to discuss project updates from both counties, the Danville Greenways & Trail Plan, Riverfront Update, rail banking the CSX line, funding & grants, and goals to move forward. There is a local fundraising planned for Monday Feb. 19, 6-10 p.m. at Lincoln Lanes, Danville.

Executive Director Konsis attended the following meetings: VCCF, Dec. 8; Vermilion Advantage, Dec. 14; I-Gov, Dec. 14; DACVB, Dec. 20. Upcoming meetings include: KRT, Jan. 19 and Feb. 14; IACD Conference, Feb. 15-16.

Executive Director Konsis will give a program for AMBUCS on Wednesday, Jan. 24th, noon.

The next bond payment is due March 1, 2018, but should be paid two weeks prior. Need to confirm the amount due; estimate \$125,000.

The next V.C.C.D. Board Meeting will be Wednesday, February 21, 2018; 4:30 p.m., Environmental Education Center, Kennekuk County Park. Agenda items will include approval of budget update.

This concluded the Report of the Executive Director.

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

President Myers had no comment.

Trustee Schroeder had no comment

Trustee Arnholt had no comment.

With no further discussion and all business transacted, *Trustee Jaynes moved to adjourn the meeting at 6:05 p.m. This was followed by a second from Trustee Schroeder. All in favor by acclamation.*

Robert W. Arnholt
Secretary
V.C.C.D. Board of Trustees