

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

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

**Wednesday, August 17, 2016  
4:30 p.m.  
Environmental Education Center  
Kennekuk County Park  
Danville, IL**

President Myers called the August 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: Allen E. Cooke  
Perry A. Jaynes  
Jonathan A. Myers  
Charles B. Schroeder

Trustee(s) Absent: B. Dirk Porter

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; Amy Steeples, Recording Secretary; and Mike Courson, V.C.C.F. Secretary.

Staff members present included Susan Biggs Warner, Kim Fox, Jeff Lete, Charlie Rhoden, and Gary Tyrl.

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

Agenda item number five was the Approval of the Minutes from the July 17, 2016, Regular Meeting. President Myers asked for any corrections to these minutes.

President Myers wished to clarify the alternate revenue bond on page four, item one. The third sentence in item one will be deleted and replaced with the following: The scope needs to approximate the bond term; it may be longer, just not shorter. The term the District should consider is ten years. The three year term is the time that the money is to be spent.

With no other corrections, *Trustee Schroeder moved to approve the July 17, 2016, Regular Meeting Minutes as corrected. This was followed by a second from Trustee Jaynes. 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 Myers asked if there were any questions on items seven a through d.

With no questions or comments, *Trustee Cooke moved to approve the Current List of Bills from July 2016 in the amount of \$32,185.52, which included check #'s 35792 -35819; the Manual Checks for July 2016 in the amount of \$32,782.41 which included check #'s 35599 – 356074, 35641 – 35652, 35681 – 35687, 35723 - 35731, and 35733 - 35736; the General Journal Entries for July 31, 2016; and the July 2016 Budget Report. This was followed by a second from Trustee Schroeder.*

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

Trustee Cooke	-	yes
Trustee Schroeder	-	yes
Trustee Jaynes	-	yes
President Myers	-	yes

The vote was 4 – 0 in favor, motion carried.

Agenda item number seven e. Executive Director Konsis reported the grand total of cash and investments as of August 17, 2016, was \$349,825.00. This compares to \$253,457.00 from the previous year at this point. He asked if there were any questions from the Trustees regarding any of the accounts or investments.

President Myers questioned the interest rate for the money market passbook account from Central Illinois Bank stated at .44%.

Executive Director Konsis stated that this was incorrect. Kim Fox, V.C.C.D. Financial Secretary concurred, stating that it should be .04%.

There were no other comments or questions.

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

Item eight a. Presentation of Fiscal Year 2015-2016 Audit. Executive Director Konsis introduced Karen Crowder of 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, 2016. Karen explained that the District had an unqualified report, or in other words, the best audit report possible.

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.

The Governmental Funds Balance Sheet shows a positive balance. The Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Funds on page eleven show that ALL funds have a positive balance. This is an improvement over fiscal year 2015-2016, as the Insurance & Compensation and FICA Funds were in deficit. Details of all funds are listed here.

Pages three through eight contain management's discussion and analysis of the District's financial activities for the fiscal year ended March 31, 2016. This clarifies the financial statements included in the annual report.

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

Pages sixteen through thirty-two are detail to the notes of the financial statements. Most of these they have seen in the past including lease disclosures.

The building and shelter rental income is less of an issue as long as they are accounted on a calendar year, while the fiscal year ends on March 31. Lorna Konsis and Kim Fox continue to work on this and it shows improvement.

Karen praised Kim Fox for the information she provides for the auditors which saves them time, in turn saving the District money. Kim is a great asset. Kim and Lorna Konsis' work on inventory control keeps loss control in check.

Karen asked for comments and questions.

President Myers asked how much longer the District will have to depreciate some of its assets.

Karen responded that depreciation is a financial statement expense, but because the District is a government entity it is recorded in the footnotes. The depreciation cost is shown in capital outlay as an expense.

President Myers commented that the schedule of property tax information on page forty-two was helpful.

With no more questions, *Trustee Cooke moved to accept the Vermilion County Conservation District Annual Financial Report for the fiscal year ended March 31, 2016. This was followed by a second from Trustee Jaynes.*

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

Trustee Cooke	-	yes
Trustee Jaynes	-	yes
Trustee Schroeder	-	yes
President Myers	-	yes

The vote was 4 – 0 in favor, motion carried.

Item eight b. Open Sealed Bids and Approve General Liability Insurance Bid. President Myers opened the three bids received.

The bids were as follows:

Joseph M. Wiedemann and Sons	-	\$36,675.00
Corkill Insurance	-	\$49,895 (option 1)
	-	\$59,669 (option 2)
Dimond Brothers Insurance (IPARKS)	-	\$64,733.90

Since there was quite a difference in bid quotes, after extensive discussion it was decided to review each quote in detail and schedule a special meeting to approve the final bid.

Gordon Thoennes, Dimond Brothers Insurance representative, reminded the Board that IPARKS holds an equity account for the District which is at \$25,000 currently. This money has built up over the time the District has purchased insurance through IPARKS and would be refunded upon termination. However, if the District decides not to renew the IPARKS coverage, the deadline to notify IPARKS [60 days prior to September 1] has passed; the money in the equity account will not be awarded.

It should be noted that in the past many years, only one bid for general liability insurance has been received. Future policy procedure should be to put general liability insurance bids out for June.

Copies of each bid will be distributed to each Trustee tomorrow for review.

*Trustee Jaynes moved to table the approval of the general liability insurance bid pending further review. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried.*

A special meeting to approval the general liability insurance bid was scheduled for August 30, 2016; noon, Perry Jaynes Financial Office, 17 E. Liberty Lane, Danville, IL.

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD Report. IACD President Jamie Pasquale reported that Executive Director Konsis and he attended the quarterly meeting on July 28, 2016 at Starved Rock State Park. There are currently five members of the IACD. After the loss of McHenry and Putnam Counties, Byron Forest Preserve District and Rockford Park District joined IACD. More agencies are expected to follow. The next meeting will be Thursday, October 20, at Starved Rock State Park.

This concluded the IACD Report.

Agenda item nine b; V.C.C. Foundation Report. Mike Courson, Secretary of the Vermilion County Conservation Foundation began with highlights of the Cheeseburgers and Fun event held on Saturday, August 13. The number of classic cars for the car show was down slightly due to the threat of rain, but still a great showing of approximately 100 cars. A wrap-up meeting with the car clubs will be scheduled. They are an important component of this event, helping the Foundation raise funds.

The Foundation sold about 715 burgers, down from last year's sales of around 800. Executive Director Konsis put together some preliminary financials: car club t-shirts,

donations & raffle \$1,415; sponsorships \$4,200; road donations \$729; cheeseburger sales \$4,500; cheeseburger table donations \$200; misc donations \$150

An estimated 3,000 – 5,000 people in attendance over the twelve hour period. Mike worked with Bill Faulstich in the Print Shop and many people came in to visit from 11 a.m. – 4 p.m.

Executive Director Konsis added that the Vermilion Voles Vintage Baseball Team also had a game that day and wishes to include them in the advertising.

This concluded the VCCF Report.

Agenda item nine c: IAPD Report. There was nothing new to report. However, Executive Director Konsis stated that the District received an official recognition certificate for 50 years as a conservation district from the office of Illinois Senator Scott Bennett.

Agenda item nine d: V.C.C.D. Revenue Producing/Expense Reduction Committee Report. President Meyers had no report. The committee has been suspended.

Agenda item nine e: Health Insurance Committee Report. Chairman, Trustee Jaynes reported that a meeting has not been scheduled yet. There is no information for renewal rates yet, but he would like the committee to meet so a plan may be in place so when information becomes available, decisions can be made.

This concluded Representative Reports.

Agenda item ten: Agenda item ten: President Myers entertained a motion to retire to executive session for the purpose of contract discussions. It was questioned whether this would qualify for retiring to executive session. President Myers therefore suggested that the Board retire to executive session, but if deemed a violation of the Open Meetings Act, we will simply include the executive session minutes in the body of the regular meeting minutes.

[Note: It was later determined that if contract negotiations would likely go into litigation, this would qualify for executive session. In this case, this would probably no happen, therefore these minutes are included here.]

President Myers stated that the District has been approached by a music festival promoter to possibly stage a festival at Kennekuk County Park. The promoter was reminded that we are currently under contract with Terrapin Ridge Productions, LLC through 2019. However, there is no indication that there will be a Phases of the Moon Music and Art Festival in 2017 or beyond. It was definitely noted by the Lessee that there will be no festival in 2016.

It was mentioned by the Executive Director that since the Phases of the Moon Festival, the District has been approached by no less than three production companies about the possibility of coming to Kennekuk. The Terrapin Ridge Production lease prohibits further discussion on these possibilities.

President Myers believes that it is in the best interest of the District to begin proceedings to terminate the lease with Terrapin Ridge Productions. Since we are constantly looking for new revenue sources, we should keep this avenue open.

The Executive Director contacted the District's attorney to review the lease and give an opinion; if it is still viable. His answer was that it is, at least to this date. However, to remain in effect, the \$5,000 security deposit must be made prior to September 1, 2016, and the remainder \$45,000 must be placed in an escrow account by this date. Since there is no music festival scheduled for 2016, it is highly unlikely that this will happen. Therefore, the option remains to terminate the lease. A draft of the letter explaining these options to Terrapin Ridge Productions is available to the Trustees for their review and comments.

The Trustees reviewed the letter and agreed that it was sufficient to send.

Agenda item eleven. Report from the Education Supervisor. Gary Wilford was not present. Susan Biggs Warner reported that the naturalist education staff is progressing from summer programs to preparing for fall programming. Gary's Wild About Wildlife weekly programs have concluded, along with Library Literacy display and programs at each of the Vermilion County libraries now. Excavations at the Collins Site, here at Kennekuk have wrapped up. There were no major finds, as far as she knows. Pottery shards and tool fragments are the usual discoveries.

Evening at the Herb Garden was hosted on Tuesday, July 26 for the Master Gardener Volunteers as well as open to the public. The District set up a wildlife and informational display at the Georgetown Fair for August 7 – 12. Letters to teachers have been mailed regarding District Educational Programs and events.

Outdoor School, fall session, begins next month and we are looking for a replacement teacher for Steve Sliva. The Staff does have a few prospects. Susan stated that we hope that Rossville Alvin School District will sign up for the Outdoor School Program this year, because last year they were our only Vermilion County School that did not attend. Trustee Jaynes responded that he had someone to contact there and would speak with them regarding the program. She thanked him for his assistance.

Upcoming events include a Leaf Hike at Forest Glen Preserve, led by Mike Kotcher on September 3; and Wool & Fiber Dyeing Demonstration at the Homestead Cabin, Forest Glen Preserve on September 10.

This concluded the education report.

Agenda item twelve: Report from the Associate Director. Associate Director Pasquale reported that District staff has done some mowing and spraying at the Jordan Creek Wildlife Sanctuary in conjunction with the WHIP (Wildlife Habitat Improvement Program). Seeding will be next, this fall, which will put the program back in compliance with the grant timeline.

Concrete was poured at the Kennekuk woodshop site, and construction will begin soon on the structure. Again, this is privately funded.

Associate Director Pasquale and Foreman Gary Tyrl met with Midwest Communications Telephone Company regarding replacement of the phone system at Forest Glen. A wireless system would be less expensive, but not an option due to trees. It will be a fiber optic system. The estimate will be separated into system and line installation quotes, due to the District performing part of the trenching labor.

Next week sandblasting will begin on the gates at Lake Mingo Dam. Since most of the work will be done in-house the cost is estimated at \$5,000, a great deal less than English Brothers quote. The work should be completed by the fall season.

This concluded the report of the Associate Director.

Agenda item thirteen: Report From Executive Director. Executive Director Konsis began with the Kickapoo Rail Trail. There is nothing new locally to report. There will be an Open House Meeting on Wednesday, August 24, at the Village Hall, St. Joseph.

In addition to the Foundation's report on Cheeseburgers and Fun, the bands were great entertainment; Bob Schifo filled in for Alex Jenkins and the Bombers. Total attendance was down due to weather forecast. The Foundation hopes to net \$3,000.

Executive Director Konsis and Cole Craft attended the National Walnut Council Meeting July 31 – August 3, 2016. They networked with landowners, researchers, academia, DNR personnel, and U.S. Forest Service.

The secondary entrance for Kennekuk County Park has not progressed. Research from Vermilion County Title and Blount Township Supervisor regarding ownership of Dodson Cemetery Road continues.

Presence United Samaritans Foundation event, Kickin' It Country, was well received by attendees. Rain early in the week caused delays in set-up and heavy equipment made ruts which Presence USMC Foundation will repair.

An engineering report regarding wetland construction at the Busby-Meyer Area is expected any day. This will also include replacing a road culvert, and severing some tiles.

The Forest Glen Willow Creek Dam Project engineering report is due the end of this month. It is hoped that the District will be "grandfathered" in so we will not require a dam permit costing \$80,000. Construction is estimated to be around \$250,000; IDNR grant will pay for the engineering report and our budgeted \$3,000 will cover preparation for access to the bottom of the dam.

Capitol Project Updates include: Pioneer Barn roof repair and Lake Mingo Dam repair are underway; Meadowlark roof replacement is scheduled; Forest Glen telephone system replacement estimate will be forthcoming. There is a list of re-prioritized projects for the V.C.C.D. 2016 and beyond in the Trustee's notebooks. They are not in any particular order.

The eCivis grant writing service has been renewed by the V.C.C. Foundation. Executive Director Konsis has been in phone contact with them and Associate Director Pasquale and Lara Darling will be working with the service.

The next meeting will be Wednesday, September 21, 2016; 4:30 p.m., Gannett Outdoor Education Center, Forest Glen Preserve.

Trustee Cooke asked if there was any information updates on bonding.

President Myers responded that there was no progress.

There were no other questions or comments.

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

President Myers had no comment.

Trustee Cooke had no comment.

Trustee Jaynes stated that the Kiwanis Pancake Day is scheduled for October 20.

Trustee Schroeder had no comment.

President Myers stated that he would like to proceed with the removal of Dirk Porter from the V.C.C.D. Board. All were in agreement.

*With no further discussion, and all business transacted, Trustee Jaynes moved to adjourn the meeting at 6:26 p.m. This was followed by a second from Trustee Cooke. All in favor by acclamation. Meeting adjourned.*

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Allen E. Cooke  
Secretary  
V.C.C.D. Board of Trustees