

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

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

**Wednesday, September 16, 2015
4:30 p.m.
Gannett Outdoor Education Center
Forest Glen Preserve
Westville, IL**

President Myers called the September 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

Trustee(s) Absent: Nikki A. Bogart
B. Dirk Porter

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; Amy Steeples, Recording Secretary.

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

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 August 19, 2015, Regular Meeting. President Myers asked for any corrections to the minutes.

President Myers noted that on page 10, it was recorded that he both made and seconded the motion to adjourn the August meeting. Trustee Jaynes stated that he seconded the motion.

With no more corrections, *Trustee Jaynes moved to approve the August 19, 2015, Regular Meeting Minutes as amended. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried.*

Item number six a. Audience Comments. There were no comments.

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 Jaynes moved to approve the Current List of Bills from August 2015 in the amount of \$12,460.79, which included check #'s 34322 -34350; the Manual Checks for August 2015 in the amount of \$542,991.79 which included check #'s 34135 – 34141, 34175 – 34181, 34215 – 34222, and 34254 – 34272; the General Journal Entries for August 31, 2015; and the August 2015 Budget Report. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried.*

Agenda item number seven e. Executive Director Konsis reported the grand total of cash and investments as of September 16, 2015, was \$739,250.00, which compares to \$413,115.00, at the same time last year. The District did not reinvest in any certificates of deposit because of the very low interest rate. This money was distributed among the existing accounts.

With no further discussion, *Trustee Cooke moved to approve the September 16, 2015 Reports on Cash and Investments as presented. This was followed by a second from Trustee Jaynes. All in favor by acclamation, motion carried.*

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

Item eight a. Open Sealed Bids For CPA Services For Fiscal Year 2015-2016. President Myers stated that there was only one bid received.

Executive Director Konsis opened the bid from Crowder CPS's Ltd. After review, the proposal was for services to be rendered during the audit for the period ending March 31, 2016. The fee will be "in the range of \$5,400 to \$5,950 as a base". Additional time fees for fieldwork assistant \$55/hour; fieldwork manager \$60/hour; supervisor \$70/hour; and partner \$85/hour.

This is bid on an annual basis, as per Board request.

With no questions, *Trustee Cooke moved to approve the bid of \$5,400 to \$5,950 from Crowder CPA's Ltd. for fiscal year 2015-2016. This was followed by a second from Trustee Jaynes. All in favor by acclamation, motion carried.*

Agenda item eight b. Open Sealed Bids for Farm Lease. Executive Director Konsis reported that one bid had been received. Jess Seaton bid \$300 per acre on 184.25 acres of cropland for the period of March 1, 2016 to February 28, 2019.

Trustee Jaynes moved to accept the bid of \$300.00 per acre for a three year contract from Jess Seaton. This was followed by a second from Trustee Cooke.

Trustee Cooke asked the number of farm tracts.

Executive Director Konsis responded, "Nine." He briefly explained some of the contract parameters.

All in favor by acclamation, motion carried.

Agenda item eight c. Approve Bid Limit Amendment to District Ordinance. Executive Director Konsis explained that he wrote the change as a resolution. The Trustees reviewed Resolution No. 15-1.

With no questions, Trustee Jaynes moved to approve Resolution 15-1, increasing the bid limit of the Vermilion County Conservation District from \$4,000 to the amount of \$25,000 as presented. This was followed by a second from Trustee Cooke. All in favor by acclamation, motion carried. [See attached Resolution]

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD President Jamie Pasquale reported that an IACD and Forest Preserve Retreat date will be set for February 2016. The next IACD Meeting is planned for October 2, 2015.

Agenda item nine b; V.C.C. Foundation Report. President Myers reported that the next meeting will be October 2. Amy Steeples added that Civil War School Day runs from 9:00 a.m. – 2:00 p.m. that day and invited the Trustees to come and observe.

Executive Director Konsis reported donations for the Cheeseburgers and Fun event continue to come in. Kennekuk Road Runners donated \$500, a vendor also contributed, and the \$500 due for the stage rental from Jacqueline Lacy is still receivable. He hopes to have an event financial report for the October meeting.

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

Agenda item nine d: V.C.C.D. Revenue Producing/Expense Reduction Committee Report. President Myers reported the committee continues to meet during the week prior to the V.C.C.D. Board of Trustees Meeting. There are three formal recommendations that they wish to bring to the V.C.C.D. Board.

- ▶ Outdoor Security Lighting: The District-owned lights will be determined and assessment will be performed, free of charge, by Illinois Energy Now. This will help establish a new plan on the type of bulbs used and times of day these will be on. Current costs are \$100-\$200 per month. Illinois Energy Now will be available to perform the evaluation after the Illinois State Budget is approved.
- ▶ One person selected in each park will look at the buildings, their usage, and any potential upgrades for that facility. Costs to upgrade will be considered on the basis of these findings for a break even point. For example, the Forest Glen Staff Office and Audubon Barn cost an average of \$646 per month in electricity; this is substantially higher than the other buildings in comparison. What should be done to reduce this cost?

- ▶ Park motor fuel usage is 18,000 – 21,000 gallons each year. Park vehicle usage will now be monitored with a fuel and mileage record for a period of time. This data will include park vehicle use inside and outside the park and why.

Discussion ensued.

The next committee meeting will focus mainly on the revenue side.

Agenda item nine e: IAPD Report The Health Insurance Committee Chairman, Trustee Jaynes, reported that they have no idea what rates will apply. He has consulted Larry Owen, and renewal rates will not be available until later.

He wants employee input, and extended an invitation to serve on this committee.

Brief discussion ensued on plan parameters, since Coventry will no longer offer the current health plan.

Trustee Cooke indicated that he would like to see several options of each plan offered to be considered, including coverage with and without employee dependents.

This concluded Representative Reports.

Agenda item ten: There was nothing for executive session.

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

Agenda item twelve. Report From the Education Supervisor. Gary Wilford reported that Outdoor School began this week at both parks. Two new part-time Outdoor School instructors, Steve Sliva and Mollie Pletch have been hired. They are highly qualified and experienced teachers and both have served as school administrators. All Vermilion County Schools participate in Outdoor School, with the exception this year of Rossville-Alvin. Staff is working to find out the reason they are not scheduled yet, since they have always attended.

Civil War School Day will be October 2, 2015, just before the Civil War Days event October 3-4, at Kennekuk. Susan Biggs Warner added that there are 718 – 5th grade students coming to Friday's School Day, and as with all District events there is a rain day plan for that day in place.

This concluded the report from the Education Supervisor.

Agenda item thirteen: Report from the Associate Director. Associate Director Pasquale reported that the Lake Vermilion concessions have closed down for the season. One employee, Jack Leverenz, remains at the boat dock to sell gasoline and mow the grounds.

Trustee Cooke asked the hours of operation.

Associate Director Pasquale answered that Jack is there from 7:00 a.m.-3:30 p.m. Jeff Lete, Park Foreman, is there occasionally as well.

Work began to repair the Kennekuk entrance gates and fence. The work should be completed by this weekend. There is a new brick walkway to the Kennekuk Herb Garden. Susan Biggs Warner stated that 2,300 10-lb bricks were placed. This work was done by our staff, Master Gardener volunteers, and her husband, Dave Warner. Dave helped design the walkway and do the finishing work to secure the placement of the bricks.

Associate Director Pasquale reported that six District excess equipment and vehicle items were put out for bid. The net sales were approximately \$2,500.

The Open Meetings Act requires the District Trustees to have individual email addresses. Associate Director Pasquale is monitoring these, and to date, no relevant information has been received. The Trustees asked Associate Director Pasquale to continue to check the email for them.

This concluded the report of the Associate Director.

Agenda item fourteen: Report From Executive Director. Executive Director Konsis reported that the final designs for the Kickapoo Rail Trail have been reviewed. Intergovernmental agreements will be made for the towns bordering the trail regarding mowing in exchange for use of property. A \$50,000 grant from a private foundation was received.

The Kennekuk Environmental Education Center has a new kitchen table and chairs. The center will be the site for the U of I Extension regional meeting on October 2.

A copy of the preliminary engineering proposal for the Willow Creek Spillway Project from Farnsworth Group is in the Trustee's notebooks. Executive Director Konsis passed pictures of the dam to the Trustees. Willow Creek Pond is a watershed for the Vermilion River; acting as a nutrient sink to filter water to a creek, which feeds the Vermilion River. In this creek, species of sculpin was discovered, which is found *only* in very clean water. The District will receive at least \$10,000 from IDNR for the project. The proposed fee for reimbursable expenses is provided for budget purposes only. Compensation will be based on actual costs of the expense plus 10%.

Wayne Rosenthal, IDNR Director, plans to tour the Kennekuk Education Center next Tuesday along with Representative Chad Hays.

An Inter-government Meeting was held September 3 at Vermilion Advantage. A presentation was given by Jackie Marganski of the City of Danville on beautifying East Main St. and also applying for a planning grant to connect bike trails within Danville to the Kickapoo Rail Trail. The Vermilion County Highway Dept. will continue to try to patch the road system at Forest Glen. Information regarding the addition of a major company to the Danville area was discussed, with no names attached. The Danville Area Convention and Visitor's Bureau has just completed a regional trail brochure, including the V.C.C.D. trail systems.

The V.C.C.D. will provide transportation and a presentation for the Leadership Tomorrow group on Friday, October 16th.

The 50th Anniversary Committee will meet on September 23 to discuss more plans for the June 11 -12, 2016 celebration.

Susan Biggs Warner's Wool Dyeing Demonstration Day was held at Forest Glen on September 12, with demonstrators from Champaign. It was covered by the News-Gazette.

Upcoming special events include: Revolutionary War Re-enactment at Forest Glen on September 26-27; Civil War Re-enactment at Kennekuk on October 3 – 4, with an educational Civil War school day on October 2 with the re-enactors. Little House on the Prairie's 40th Anniversary Reunion on Saturday, October 17, has been canceled. Haunted Happenings will be Saturday, October 24; tickets will be on sale beginning September 26.

The next meeting is Wednesday, October 21, 2015; 4:30 p.m.; Kennekuk Environmental Education Center.

There were no questions or comments.

Agenda item fifteen: President's and Trustee's Comments. President Myers had no comment.

Trustee Cooke had no comment.

Trustee Jaynes had no comment.

With no further discussion, and all business transacted, *Trustee Cooke moved to adjourn the meeting at 5:25 p.m. This was followed by a second from Trustee Jaynes. Meeting adjourned.*

Nikki A. Bogart
Secretary
V.C.C.D. Board of Trustees