

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

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

**Wednesday, September 18, 2019  
4:30 p.m.  
Cellular One Classroom  
Kennekuk Environmental Education Center  
Danville, IL**

Second Vice President Staske called the September 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.

Agenda item number three, Roll Call showed the following to be present.

Trustees Present: Shelley K. McLain  
Randy A. Johnson  
Doug R. Staske

Trustee(s) Absent: Charles B. Schroeder

In attendance were Executive Director Pasquale and Associate Director of Administration and Personnel Fox.

Staff members present included Lara Darling and Charlie Rhoden.

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

Second Vice President Staske asked for amendments to the agenda.

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

Agenda item number five. Approval of the Minutes from the July 17, 2019, Regular Meeting.

*With no corrections, Trustee Johnson moved to approve the July 17, 2019, Regular Meeting Minutes as presented. This was followed by a second from Trustee McLain. All in favor by acclamation, motion carried.*

Item number six. Audience Comments. Second Vice President Staske stated each person has a maximum of three minutes, total maximum of 30 minutes for audience comments.

Kevin Green was recognized and informed the Board of a Kickapoo Rail Trail (KRT) fundraiser at Sleepy Creek on Friday, November 15; 7 – 10 p.m. Tickets are on sale now: \$50 per person; \$450 for a ten-person table. Ticket includes heavy appetizers and a beverage.

Kevin continued reporting that a section along the KRT near Hicks Gas has been mowed for several years by an area farmer without permission, destroying prairie habitat. He requested the VCCD notify the person to stop and possibly plant a pollinator plot or other habitat.

Second Vice President Staske asked if there was already any type of agreement in place regarding land along the KRT.

Executive Director Pasquale responded that there was not, but we need to come to some type of agreement with this particular farmer. Kevin added that the township road supervisor had also mowed some prime prairie habitat area.

Executive Director Pasquale had spoken with the township supervisor and gave permission to mow areas of thistle.

Discussion ensued.

Letters stating the VCCD's request will be sent to the people in question.

Kevin asked if any of the Trustees had any questions for him regarding the Vermilion County Conservation Foundation (VCCF) Board or the Vermilion County Board, both on which he serves.

Second Vice President Staske asked if a new trustee for the VCCD Board had been approved.

Kevin stated that according to the minutes, Mike Arbuckle's application was on the agenda, but was not approved.

Executive Director Pasquale commented regarding the VCC Foundation. Chairman Gordon Thoennes signed the final paperwork for the 10-year WHIP [Wildlife Habitat Incentive Program].

Agenda item number seven, the Treasurer's Report. Second Vice President Staske asked if there were any questions on items seven a through f. This included the bills, checks and journal entries for July and August 2019.

Trustee McLain questioned the purchase of a freezer and generator in July.

Executive Director Pasquale answered that the freezer will be reimbursed by the VCC Foundation; the generator will replace one at Forest Glen. The District owns several freezers for District use.

With no other questions or discussion, *Trustee Johnson moved to approve the Current List of Bills from July 2019 in the amount of \$16,117.72, which included check #'s 40021 – 40041; the Current List of Bills from August 2019 in the amount of \$14,698.47, which*

*included check #'s 40143 – 40162; the Manual Checks for July 2019 in the amount of \$509,750.41 which included check #'s 39963 - 39983, 40011 – 40020, 40042 – 40052, and 40081 – 40092; the Manual Checks for August 2019 in the amount of \$123,412.30 which included check #'s 40093 - 40104, 40131 – 40142, 40163 – 40169, 40195 – 40206 and 40228 - 40230; and the General Journal Entries for July 31 and August 30, 2019. This was followed by a second from Trustee McLain.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                              |   |     |
|------------------------------|---|-----|
| Trustee Johnson              | - | yes |
| Trustee McLain               | - | yes |
| Second Vice President Staske | - | yes |

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

Agenda item number seven g. and h. Second Vice President Staske asked if there were any questions regarding the Budget Reports for July or August 2019. There were none.

With no questions or comments, *Trustee Johnson moved to approve the July and August 2019 Budget Reports. This was followed by a second from Trustee McLain.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                              |   |     |
|------------------------------|---|-----|
| Trustee Johnson              | - | yes |
| Trustee McLain               | - | yes |
| Second Vice President Staske | - | yes |

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

Agenda item number seven e. Report on Cash and Investments. Associate Director of Administration and Personnel Fox gave the September 18, 2019 report, stating that the NOW checking account balance is \$141,870; Illinois Funds Investment Pool totaled \$239,060, the Illinois Funds Money Market Fund balance remains at \$5,300. First Farmers Bank Money Market Passbook account balance is \$247,100; Central Illinois Bank Money Market Passbook account balance is \$148,760. HRA has a balance of \$7,150; First Savings Bank NOW account balance is \$248,370. The 7 mo. CD at Central Illinois Bank at 1.95% interest balance is \$102,250. The 3 mo. CD at Iroquois Federal at .70% interest has a balance of \$102,920 [Whittaker Funds]. The other 3 mo. CD balance, also earning .70% interest, is \$141,420 at Iroquois Federal [Wagner Funds].

The grand total of cash and investments: \$1,384,200 less bond funds remaining is \$1,373,072.49. This compares to \$1,566,500. in September of 2018.

There were no questions or comments, *Trustee Johnson moved to approve the report on cash and investments for September 18, 2019. This was followed by a second from Trustee McLain.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                              |   |     |
|------------------------------|---|-----|
| Trustee Johnson              | - | yes |
| Trustee McLain               | - | yes |
| Second Vice President Staske | - | yes |

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

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

Item eight a. Presentation and approval of 2018-2019 fiscal year audit, Crowder CPA's Ltd. Karen Crowder was recognized and stated that the Vermilion County Conservation District had an unqualified audit, which is the best type of report you can receive. The District is on a cash-basis accounting method, which most governmental agencies are in the State of Illinois.

All funds have positive balances with the exception of the bond fund and audit fund. The bond fund has a deficit of \$30. due to a small calculation error; audit fund due to the State of Illinois cash versus accrual basis method choice.

Each Trustee had been given a copy of the VCCD Annual Financial Report for the fiscal year ended March 31, 2019.

Pages three through nine contain management's discussion and analysis of the District's financial activities for the fiscal year ended March 31, 2019. This clarifies the financial statements included in the annual report.

Pages ten through seventeen are fund financial statements regarding expenditures, revenues, assets, liabilities and net position.

Pages eighteen through thirty-eight are detail to the notes of the financial statements.

Page 28, Karen noted lease payments outstanding and receivable. Page 53 contained the schedule of property tax information; 2013 through 2018.

Karen encouraged questions from the Trustees for her anytime and also stated the Kim Fox was knowledgeable about the audit report.

This concluded the audit presentation.

*With no questions, Trustee McLain moved to accept the Vermilion County Conservation District Annual Financial Report from Crowder CPA's for the fiscal year ended March 31, 2019. This was followed by a second from Trustee Johnson.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                       |   |     |
|-----------------------|---|-----|
| Trustee McLain        | - | yes |
| Trustee Johnson       | - | yes |
| Second Vice President | - | yes |

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

Item eight b. Election of officers. With Trustee Schroeder absent and no new trustee appointment, Second Vice President Staske recommended tabling item eight b.

*Trustee Johnson moved to table agenda item eight b, election of officers. This was followed by a second from Trustee McLain. All in favor by acclamation, motion carried.*

Item eight c. Approval of field tile work for Kennekuk Farm Field. Executive Director Pasquale reported that an estimate for field tile work was mailed to the trustees prior to the meeting. Last year, the cash rent farmer was unable to farm the parcel of land located just over the hill from White Oak Barn. There are two options. Field tile must be trenched, or

modify the contract with the farmer who is unable to farm the parcel(s). This affects 20-25 acres. After four years, the VCCD will begin to receive revenue again.

*Second Vice President Staske moved upon the recommendation of Executive Director Pasquale, to accept Hendricks Warner Contracting, Inc. estimate of \$12,961.25 to trench and install pvc pipe in the 20-25 acres of the Kennekuk Farm. This was followed by a second from Trustee Johnson.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                       |   |     |
|-----------------------|---|-----|
| Second Vice President | - | yes |
| Trustee McLain        | - | yes |
| Trustee Johnson       | - | yes |

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

Agenda item eight d. Approval of Resolution 19-3 to enable authorized personnel/trustees to contact the VCCD attorney. Executive Director Pasquale clarified Resolution No. 19-3 regarding who may contact the District Attorney. The proposed resolution would allow the President of the VCCD Board of Trustees and the Executive Director; in the absence of the VCCD Board President, the 1<sup>st</sup> Vice President of the VCCD Board; in the absence of the Executive Director, the Associate Director of Administration and Personnel.

Brief discussion ensued.

*With no other comments or discussion, Trustee McLain moved to approve VCCD Resolution No. 19-3 as presented. This was followed by a second from Trustee Johnson.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                       |   |     |
|-----------------------|---|-----|
| Trustee McLain        | - | yes |
| Trustee Johnson       | - | yes |
| Second Vice President | - | yes |

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

Agenda item eight e. Approval of intergovernmental agreement with IDNR for construction of KRT. Executive Director Pasquale provided the trustees with this agreement previous to the meeting. He explained at one point IDNR wanted to stop the project. IDOT convinced IDNR to continue with the current process. IDNR has always been fully committed to the project and would have given up the \$1.2M and continued in a new direction. This however, would have set the project back possibly two years. He gave the details. At this point, the IDNR has pledged full funding with their agreement and IDOT will do the construction engineering. The VCCD is responsible for the construction costs.

The intergovernmental agreement, amendment #1 addresses the partnership parameter changes regarding the KRT between the VCCD and IDNR.

*With no other discussion, Trustee Johnson moved to approve Intergovernmental Agreement Amendment #1 Kickapoo Rail Trail Vermilion County Segment as presented. This was followed by a second from Trustee McLain.*

With no other comments or questions, *Trustee Johnson moved to approve the Intergovernmental Agreement Amendment #1 Kickapoo Rail Trail Vermilion County Segment as presented. This was followed by a second from Trustee McLain.*

Second Vice President Staske requested a roll call vote. The results as follows:

|                       |   |     |
|-----------------------|---|-----|
| Trustee Johnson       | - | yes |
| Trustee McLain        | - | yes |
| Second Vice President | - | yes |

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

There was no Executive Session.

Agenda item nine a. VCCF Report. Kevin Green, VCCF Director, was present earlier in the meeting. He asked for any questions, there were none.

Agenda item nine b. VCCD Education, Maintenance and Land Management Report. The reports were included with the Trustee’s packets.

Trustee Johnson stated that he would like to thank the staff, they work very hard.

There were no questions. This concluded VCCD Education, Maintenance and Land Management Reports.

Agenda item nine c. Kennekuk Environmental Education Center Phase II and III Feasibility Study Committee. Second Vice President Staske had no report.

Trustee Johnson commented that while everyone would like to see the completion of Phases II and III, does the District have the resources to maintain that down the road?

Trustee McLain commented that the pro versus con seems out of balance. She stated that she does not think now is the time to pursue that further.

This concluded Representative Reports.

Agenda item ten: Report from the Executive Director. Executive Director Pasquale reported that a report from the insurance company was provided to the trustees regarding the hail damaged buildings. The recovery value of the buildings is \$165,077. and damages are estimated at \$117,655. They are sending checks for damage repair. He does not know how long the District has to complete the repairs. The plan may be hiring several contractors and purchase materials ourselves, since the District does not have staff and time available to complete all the work. This will help keep us within the insurance estimates. The roofs at Forest Glen will need total replacement with the possible exception of Audubon Barn. Most of the roofs can be replaced with metal.

Charlie Rhoden, Forest Glen Superintendent, stated that the damaged roofs are not leaking. The asphalt roofs life has been cut down; the metal roof at Audubon seems to be mostly cosmetic.

Discussion ensued regarding roof repair and replacement as seen by the insurance company.

Work on the KRT section from Oakwood to Gray's Siding Road is progressing. Overall trail finish work is expected to be completed in a month. Once the section is totally finished, a dedication ceremony will be planned.

The old concession building at Lake Vermilion is now gone, the dock it was sitting on is still there and will be disposed of when the gas pump and lines can be moved professionally. There are funds left in the account from the Hegeler Foundation donation.

The prep work at Beech Grove Trail Project at Forest Glen is complete and ready for repaving. The Middlefork Audubon Society has been a tremendous help raising funds for this project in conjunction with the Marilyn F. Campbell Memorial at the trail. They received a \$20,000 grant from the Wheeler Foundation and raised approximately \$15,000 privately. Marilyn was employed by the VCCD for many years and served as Illinois State Audubon President. We are currently waiting on Ribbe Trucking to lay the asphalt along the trail. A dedication will be set for this as well. The Beech Grove Trail is unique in that it is location through a State Nature Preserve area.

The Trustees were also provided with tax levy reports for review, along with minimum wage information.

Executive Director Pasquale recognized Charlie Rhoden, Forest Glen Superintendent, who will be retiring on September 30, 2019, after 46 full-time years with the District. Charlie began as summer help in 1970. All present congratulated him on his endeavors. Second Vice President Staske stated that he will be missed.

The next VCCD Board of Trustees Meeting will be Wednesday, October 16, 4:30 p.m.; Forest Glen Preserve.

Agenda item ten a. Report from the Director of Administration and Personnel. Associate Director of Administration and Personnel Fox gave no report.

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

Second Vice President Staske stated that with Kevin Green's comments regarding the KRT right of way, the VCCD needs to stay vigilant, taking inventory and be good stewards of the land along the trail.

Trustee McLain had no comment.

Trustee Johnson congratulated Superintendent Charlie Rhoden on his accomplishments and wished him a happy retirement.

With no further discussion and all business transacted, *Trustee McLain moved to adjourn the meeting at 5:52 p.m. This was followed by a second from Trustee Johnson. All in favor by acclamation.*

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Shelley McLain  
Secretary  
VCCD Board of Trustees