

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

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

**Wednesday, July 15, 2020  
4:30 p.m.**

**Cellular One Classroom  
Kennekuk Environmental Education Center  
Kennekuk County Park, Danville, IL**

President Schroeder called the July 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: Michael P. Arbuckle  
Randy A. Johnson  
Charles B. Schroeder  
Doug R. Staske

Trustee(s) Absent: None

In attendance were Executive Director Jamie Pasquale, Associate Director of Administration and Personnel Kim Fox, and Recording Secretary Amy Steeples.

Staff members present included Susan Biggs Warner and Lara Danzl.

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

President Schroeder asked for amendments to the agenda.

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

Agenda item number five. Approval of the Minutes from the June 17, 2020, Regular Meeting.

*With no corrections, Trustee Staske moved to approve the June 17, 2020, Regular Meeting Minutes as presented. This was followed by a second from Trustee Johnson. All in favor by acclamation, motion carried.*

Item number six. Audience Comments. President Schroeder stated each person has a maximum of three minutes, total maximum of 30 minutes for all audience comments. No audience present.

Agenda item number seven, the Treasurer's Report. President Schroeder asked if there were any questions on items seven a through d. This included the bills, checks and journal entries for June 2020.

Trustee Johnson asked about check #40967 for \$12,500 to Owen Motor Sports listed on the Manual Check Listing.

Executive Director Pasquale responded it was to purchase a 2019 Honda Pioneer “side by side” utility vehicle. The District owns of these four utility vehicles now and they are used constantly.

With no other questions or discussion, *Trustee Johnson moved to approve the Current List of Bills from June 2020 in the amount of \$10,470.11, which included check #'s 40989 – 41006; the Manual Checks for June 2020 in the amount of \$65,977.12 which included check #'s 40905 – 40931, and 40947 – 40974; and the General Journal Entries for July 31, 2020. This was followed by a second from Trustee Arbuckle.*

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

Trustee Johnson	-	yes
Trustee Arbuckle	-	yes
Trustee Staske	-	yes
President Schroeder	-	yes

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

Agenda item number seven e. Report on Cash and Investments. Associate Director of Administration and Personnel Fox reported that as of July 15, 2020, the NOW checking account balance is \$202,640; Illinois Funds Investment Pool balance is \$230,375, the Illinois Funds Money Market Fund totaled \$5,395. First Farmers Bank Money Market Passbook account balance is \$248,905; Central Illinois Bank Money Market passbook account balance is \$245,135. The Health Reimbursement Account (HRA) balance is \$4,175. First Saving Bank NOW account balance is \$248,675; the NOW account at Catlin Bank balance is \$230,065. The 3 mo. CD at Central Illinois Bank at .85% interest balance remains at \$103,410 and was renewed; 3 mo. CD [Whittaker Funds] at Iroquois Federal reinvested at 1.0% interest balance is now \$85,000; the 3 mo. CD [Wagner Funds] at Iroquois Federal invested at 1.0% interest balance remains at \$100,170.

The grand total of cash and investments for July 15, 2020: \$1,703,945. This compares to \$1,512,988. in July of 2019.

Trustee Johnson noted that some of the accounts were close to the maximum amount allowed by the FDIC standard insurance coverage limits.

Executive Director Pasquale stated that the District received the July installment of the CPPRT. In 2019 it had decreased by 45%; this year was about \$1000 less than 2019.

President Schroeder asked if there were any other questions regarding the Cash and Investment Report for July 2020. There were none.

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

Item eight a. Election of Officers. President Schroeder stated that a new trustee had not been appointed to fill the vacancy of Trustee McLain. Her term was to expire at the end of this meeting, June 2020.

With no further questions or discussion, *Trustee Johnson moved to table the election of officers. This was followed by a second from Trustee Staske.*

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

Trustee Johnson	-	yes
Trustee Staske	-	yes
Trustee Arbuckle	-	yes
President Schroeder	-	yes

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

Executive Director Pasquale commented that this was to be Trustee Shelley McLain's last official meeting of her term. Trustee McLain turned in her application for a vacancy on the Vermilion County Board. She would not be allowed to serve on both boards simultaneously. There was no action taken on this item at the last County Board Meeting.

Item eight b. Open sealed bids for sale of train car and award/approve bid or reject all bids. Executive Director Pasquale reported that the District received no bids.

Executive Director Pasquale referred to Susan Biggs Warner. Susan had been working on selling the train car.

Susan explained that through a dealer in Texas who had placed the car for sale online at no charge, she had several inquiries. They all wanted a selling price rather than having to submit a sealed bid. She had contact information and sent two notices to them about the bid process.

Executive Director Pasquale stated that we have advertised to sell it, so we can do anything we want with it at this point. It would be too costly to scrap the train car. The Monticello Train Museum is not interested in the donation of the train car.

Susan reported that a vintage train car company, Rocky Mountain Train Car, should be contacting her regarding the value. She suggested getting some publicity out about "Finding the Train Car a New Home". She reiterated that when train cars are posted for sale, they do not list a price. Price is set by the seller and discussed with each potential buyer.

Discussion ensued.

No decision was made regarding the car. Susan and Executive Director Pasquale will wait until more information can be procured and work together on selling the train car.

Agenda item eight c. Review Executive Session Minutes from April 18, 2018; May 8, 2018; May 23, 2018; December 5, 2018; May 15, 2019; July 17, 2019; and October 16, 2019 for release or hold. Executive Director Pasquale stated that the executive session minutes must be reviewed every six months and approved to hold or release to the public. His recommendation is to hold all minutes due to information regarding legal agreements, with the exception of October 16, 2019.

With no comments or questions, *Trustee Staske moved to release executive session minutes from October 16, 2019; withhold executive session minutes from April 18, 2018; May 8, 2018; May 23, 2018; December 5, 2018 (second session); May 15, 2019; and July 17, 2019. This was followed by a second from Trustee Johnson.*

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

Trustee Staske	-	yes
Trustee Johnson	-	yes
Trustee Arbuckle	-	yes
President Schroeder	-	yes

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

There was nothing for Executive Session.

Agenda item nine a. Report from the Executive Director. Executive Director Pasquale updated the roofing progress at Forest Glen. The Maintenance Building roof is the last to be done, the company will then move to Kennekuk to begin work on the Visitor Center, Hideaway and finally Laury Barn. Once they are completed the District should be able to receive the recoverable cash value for each roof. This may be \$25,000 - \$30,000.

The gas pump at Lake Vermilion is currently not working. Parts are ordered to make the appropriate repairs. There is an ongoing issue with a vapor lock problem. This seems to be a common problem with this pump model that happens in hot weather.

Monday, July 20, is the archery deer draw at Forest Glen. This will not be open to the public but will be recorded. He explained the lottery program at Forest Glen.

Amy reported that at this date, 48 hunters purchased tickets and there are 66 slots to be filled.

Executive Director Pasquale explained that a few changes were made when Cole Craft took over for Gary Wilford after he retired. He stated that people are realizing that while there are many deer in the park, there aren't all these "trophy bucks" people thought there were. Some people also don't agree with the "Earn-a-Buck" program that mandates that a doe must be taken before shooting a buck. This could explain the decrease in hunters.

The leech field and updated dump station projects at Forest Glen Campground are completed. The new dump station has a dual lane with a water hydrant spray on a water tower which is what appropriate for our campground. Camping revenue has picked back up.

New building and shelter rentals are being made, older ones made months ago-cancelled with some refunded and some rescheduled. Waivers regarding building and shelter use are now signed by the renter. Newton's Co. have been contracted to spray a disinfectant spray and an antimicrobial fog that is advertised to last at least 30 days in six enclosed district buildings used by the public. This is at a cost of \$1,500.

Boat sticker revenue is over budget at \$50,872; YTD Budget is \$50,000.

The next VCCD Board of Trustees Meeting will be Wednesday, August 19, 4:30 p.m.; Kennekuk County Park.

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

Trustee Staske asked what the District was going to do about all the dead ash trees in the parks.

Executive Director Pasquale stated this fall/winter; staff will be assembled to take them down. Some have already been removed where danger existed. There are an estimated 60 at Kennekuk and just as many at Forest Glen.

President Schroeder had no comment

Trustee Johnson had no comment.

Trustee Arbuckle had no comment.

With no further discussion and all business transacted, *the meeting was adjourned at 5:00 p.m. All in favor by acclamation.*

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Shelley McLain  
Secretary  
VCCD Board of Trustees