

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

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

**Wednesday, July 20, 2022
4:30 p.m.
Environmental Education Center, Cellular One Classroom
Kennekuk County Park
Danville, IL 61834**

First Vice President Johnson called the July Regular Meeting of the Vermilion County Conservation District Board of Trustees to order.

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

Trustees Present: Michael P. Arbuckle
Jessica Augustson
Michael H. Gast
Randy A. Johnson

Trustee(s) Absent: Doug R. Staske

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

Staff members present: Lara Danzl and Cole Craft.

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

First Vice President Johnson asked for amendments to the agenda.

A correction of item number four, Approve Minutes of the *May* 18, not March 16, 2022 Regular Meeting.

A correction of item number seven h. Report on Cash and Investments for *July* not June 20, 2022.

Trustee Gast moved to approve the July 20, 2022, agenda as amended. This was followed by a second from Trustee Arbuckle. All in favor by acclamation, motion to approve the agenda carried.

Agenda item number five. Approval of the Minutes from the May 18, 2022, Regular Meeting.

With no comments or corrections, *Trustee Gast moved to approve the May 18, 2022, Regular Meeting Minutes as presented. This was followed by a second from Trustee Arbuckle. All in favor by acclamation.*

Item number six. Audience Comments. There were none.

Agenda item number seven, the Treasurer's Report. First Vice President Johnson asked if there were any questions on items seven a through g. This included bills, checks and journal entries for May and June 2022.

Trustee Gast questioned check #42109 and check #42110 listed on the May Manual Check Report for \$25,318.77 and \$14,950.00 respectively to Birkey's, and check #42140 listed on the June Manual Check Report for \$14,708.62 to Birkey's.

Executive Director Pasquale responded in May both were purchases; a Kubota MX6000 tractor with a trade-in of a John Deere 5055 and Land Pride batwing mower. In June, a Kubota B2601 trail mower was purchased.

First Vice President Johnson inquired regarding check #42157 for \$6,484.26 to Illini FS.

Executive Director Pasquale stated that was the recreational season monthly gas and diesel expense for all parks, including the pump at Lake Vermilion for resale.

With no other comments or questions, *Trustee Arbuckle moved to approve the Manual Checks dated May 2022 in the amount of \$121,926.49, which included check #'s 42074 – 442092 and 42109 – 42129; the Manual Checks dated June 2022 in the amount of \$70,643.00, which included check #'s 42130 – 42152 and 42164 – 42179; the check detail list dated June 16, 2022 in the amount of \$12,349.70, which included check #'s 42153 – 42163; voucher checks dated July 21, 2022 in the amount of \$19,329.10, which included check #'s 42198 – 42215; the Budget Report and General Journal Entries through June 30, 2022. This was followed by a second from Trustee Augustson.*

First Vice President Johnson requested a roll call vote. The results as follows:

Trustee Arbuckle	-	yes
Trustee Augustson	-	yes
Trustee Gast	-	yes
First Vice President Johnson	-	yes

The vote was 4-0 in favor, motion to accept the Treasurer's Report carried.

Agenda item number seven h. Report on Cash and Investments. Director of Administration and Personnel Fox reported that as of July 20, 2022, the NOW checking account balance is \$265,992; Illinois Funds Investment Pool balance is \$256,604; the Illinois Funds Money Market Fund balance is \$248,414. First Farmers Bank Money Market Passbook account balance is \$249,170; Central Illinois Bank Money Market passbook account balance is \$245,851. The Health Reimbursement Account (HRA) balance is \$3,489. First Saving Bank NOW account balance is \$248,772; the NOW account at Catlin Bank balance is \$249,548. The 3 mo. CD [Whittaker Funds] at Iroquois Federal at .05% interest balance remains \$57,478; the 3 mo. CD [Wagner Funds] at Iroquois Federal invested at .05% interest balance remains \$50,767; 3-month certificate of deposit at Longview Bank now at .15% interest has a balance of \$250,000. The 2-year CD, with 6-month option acquired at Illinois National Bank remains \$250,189.

The grand total of cash and investments for July 20, 2022: \$2,376,274. This compares to \$1,703,945. in July of 2021. *Date of previous year report month titles were amended from June to July.*

This report includes the first distribution of real estate taxes of \$700,000.

Agenda item eight a. Specific Items of Business to be Transacted.

Item eight a. Presentation and approval of 2021 – 2022 fiscal year audit. Karen Crowder, Crowder CPA's Ltd., was recognized. Karen began with pages 1 and 2, stating that this is the best report the District could receive, with no modifications. Pages 3 through 10 is the narrative.

page 15, Statements of Revenues Received, Expenditures Disbursed, and Changes in Fund Balances. For the year ended March 31, 2022, the net change in fund balances (positive or negative) is positive at \$262,370. There was a big increase in the Corporate Personal Replacement Tax money increasing \$274,000.

Page 13, is the balance sheet – Statement of Assets, Liabilities, and Fund Balances. Total Liabilities and Fund Balances of all accounts are positive.

Karen asked for any individual fund questions.

Trustee Gast questioned budgeting for the Audit Fund going forward.

Karen recommended increasing the expense, due to governmental regulations. Grants require more procedures.

Discussion ensued regarding audit and insurance fund budgeting. No action taken.

Karen noted that the Insurance Fund having an increase of about \$150,000 over last year; the District has more corporate tax monies, and recreational costs were decreased over last year. She also stated that it would be easier, accounting-wise, to purchase equipment rather than leasing. If you lease an asset then you must capitalize that lease in your balance sheet and record a related liability. Before, the lease asset was not on the balance sheet, just an expense. This is a change in accounting policy that was passed recently.

Tammy, Crowder CPA's Ltd, reported that the District has the farm and Kickapoo Rail Trail (three or four) leases.

Trustee Arbuckle moved to approve the VCCD Annual Financial Report for the fiscal year ended March 31, 2022. This was followed by a second from Trustee Gast.

First Vice President Johnson called for a roll call vote. The results as follows:

Trustee Arbuckle	-	yes
Trustee Gast	-	yes
Trustee Augustson	-	yes
First Vice President Johnson	-	yes

The vote was 4-0 in favor, motion to approve the Annual Report carried.

Agenda item eight b. Discuss/approve KRT inter-governmental agreement with UPD and CCFPD. Executive Director Pasquale does not see a need for this, explaining that they have been working together well for years without the document. However, it is only an agreement and may be terminated with a 60-day notice.

Discussion ensued regarding details of the trail logistics, no action taken.

Two typographical errors were noted, but were actually corrected in the signature copy.

With no more questions or comments, *Trustee Arbuckle moved to approve the Kickapoo Rail Trail Intergovernmental Agreement between the Vermillion County Conservation District, Champaign County Forest Preserve District and Urbana Park District. This was followed by a second from Trustee Augustson.*

First Vice President Johnson called for a roll call vote. The results as follows:

Trustee Arbuckle	-	yes
Trustee Augustson	-	yes
Trustee Gast	-	yes
First Vice President Johnson	-	yes

The vote was 4-0 in favor, motion to approve the agreement carried.

Agenda item eight c. Discuss/approve Resolution #22-2 authorizing financial transactions for the VCCD. Executive Director Pasquale reported that some banks were not satisfied with the District's current procedure to deposit, withdrawal and opening a new account. They requested approved minutes from the meeting regarding these transactions. This resolution would authorize Executive Director Pasquale and Associate Director of Administration and Personnel Fox to conduct all financial transaction of the VCCD.

First Vice President Johnson queried as to the specific naming of individuals included in the resolution.

Executive Director Pasquale answered that he hoped it would further clarify the identity and title.

Trustee Augustson asked if this resolution would then supersede previous resolutions, inferring that now any previous previously named agents will not allowed to make these transactions now?

Discussion ensued.

The resolution was tabled for now, pending further review and revision.

There was no executive session.

Agenda item nine. Report from the Executive Director. Executive Director Pasquale reported two roads would be seal coated tomorrow at Forest Glen. This will complete road work scheduled over a 5-year period and will the schedule will begin again.

A new leech field and septic tank were installed at the rental house near Forest Glen. The work was completed by District Staff. A plumber will be finishing up the system update.

The District was not awarded the grant for the replacement of the docks at Lake Vermilion. It was a match grant; VCCD had budgeted \$50,000 for this project. The budgeted amount will be spent for dock material, hopefully some PPRT funding will be available to use too. The work will be done by VCCD Staff. The lake is owned by Aqua Illinois, leased and managed for recreational purposes by the District.

Trustee Augustson asked how long the boating season lasts.

Executive Director Pasquale responded VCCD Staff is on site, 7:00 a.m. to 6:00 p.m., from Memorial Day to Labor Day, but the lake is open all year long. The District also pays the Vermilion County Sherriff's Department to patrol, mainly for safety.

The terms in the lease the District has with Aqua Illinois has prevented IDNR and IDOT from awarding any monies for improvements there. He plans to contact Aqua Illinois to work this issue through.

Fiber optic communication line has arrived for installation from the Forest Glen Ranger Station to the Gannett Outdoor Education Center. This will be installed by VCCD Staff. Business kits from Starlink were ordered and have been delivered. The kits cost \$2,500 each and service will be \$500 per month. This should increase internet speed and provide better wireless cell service. Once this is completed, the Gannett Outdoor Education Center will have wifi capabilities; Brenna Karcher's office will be moved to the Gannett Center and Carol Pearson and Amy Steeples will be moved from the Visitor Center to the Ranger Station. Eventually the Visitor Center "house" will be razed with a planned replacement of a shelter-type structure and public flush toilets.

Staff Reports were included with the Trustee's packets.

The four vehicles that were ordered have not been cancelled by the State yet. They were: three all electric trucks and one plug-in hybrid SUV.

Trustee Arbuckle asked if the District had a solar charger for those. He may be able to procure a solar canopy charging unit.

Executive Director Pasquale responded that the District does not. He is unsure of the options.

Email correspondence from the Middlefork Audubon Society was given to each Trustee regarding a proposed mountain bike trail expansion request by the Kickapoo Mountain Bike Club to the State of Illinois. The trail will be on the 450-acre property previously owned by Dynegy, between Kickapoo and Kennekuk Parks. Much of this area is pristine, and home to threatened and endangered plants and animals found on-site. However, the State has not evaluated nor inspected this area for plants and animals and appears to be going forward with

plans for the mountain bike trail. The proposed trail will be to Kennekuk, using Kennekuk's road system that is shared with IDNR and adding a staging area near the border.

The Middlefork Audubon Society Board is requesting the Vermilion County Conservation District to help them protect the area. The VCCD is a respected conservation district. The property is a rare piece of land, and at the very least warrants further study before trail construction begins. The project is on hold right now.

Executive Director Pasquale is not happy about using this particular piece of ground to develop a mountain bike trail; though mountain biking is a popular outdoor recreational activity.

He referenced the map, stating that to access the road that connects with the trail, bikers will have to go through Kennekuk.

Discussion ensued. There was no action taken.

The proposed Kickapoo Mountain Bike Trail will be placed on the August VCCD Meeting Agenda for discussion and any action to be taken.

First Vice President Johnson asked about the Dynegy Coal Ash Pit Cleanup Project.

Executive Director Pasquale answered that a plan was approved to solve the issue, but he has not heard anything about it recently.

There were no more questions. This concluded the Report from the Executive Director.

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

Trustee Gast had no comment.

First Vice President Johnson thanked Associate Director of Administration and Personnel Fox for her work with the auditors. The park looks awesome, looks like the rain helped. He has noticed 1,000's of dead trees along interstate 74.

Lake Vermilion & Heron County Park Superintendent Cole Craft responded the die-out could be due to many things: use of Dicamba herbicide, salt use on road, farmland management, etc.

This concluded President & Trustee Comments.

With no further discussion and all business transacted, Trustee Arbuckle moved to adjourn the meeting. This was followed by a second from Trustee Augustson. The meeting was adjourned at 5:51 p.m.

Michael H. Gast
Secretary
VCCD Board of Trustees