

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

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

**Wednesday, September 20, 2023
4:30 p.m.
Kennekuk Environmental Education Center
Cellular One Classroom
Danville, IL 61834**

President Johnson called the September Meeting of the Vermilion County Conservation District Board of Trustees to order and called for the Pledge of Allegiance to the American Flag.

Agenda item number three, Roll Call indicated the following:

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

Trustee(s) Absent: Cristin O'Shaughnessy

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

Staff members present: Cole Craft and Gary Tyrl.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda. President Johnson asked for amendments to the agenda.

Trustee Arbuckle moved to approve the September 20, 2023 agenda as presented. This was followed by a second from Trustee Gast. All in favor by acclamation, motion to approve the agenda carried.

Agenda item number five. Approval of the Minutes from the July 19, 2023, Regular Meeting. With no corrections, *Trustee Gast moved to approve the July 19, 2023, Regular Meeting Minutes as presented. This was followed by a second from Trustee Augustson. All in favor by acclamation, motion to approve the minutes carried.*

Item number six. Audience Comments. The Board recognized Glen Arthur Cronkhite, a citizen from Vermilion County. There are few remaining trestle bridges; he proposed that the VCCD consider saving the trestle bridge located in Armstrong. It could be dismantled, moved, and reconstructed in the Bunker Hill Historic Area by Dolores Pond. He offered several methods to move the pieces.

President Johnson asked if Mr. Cronkhite had approached any other organizations, and suggested the Vermilion County Historical Society. He had not, the VCCD was the first organization that came to mind.

The Board thanked Mr. Cronkhite for his input; it is unlikely that the VCCD could take on a project of this scope. No action was taken.

Agenda item number seven, the Treasurer's Report. President Johnson asked if there were any questions on items ten a through f. This included bills, checks and budget report.

Trustee Arbuckle questioned the purchase of squirt guns.

Executive Director Pasquale responded they were for pest control use at Laury Barn.

President Johnson asked for an explanation of wheel spinners purchase.

Gary Tyrl, Kennekuk Superintendent, explained those were attached to mower and tractor steering wheels for ease of turning.

Executive Director Pasquale noted that gasoline purchases needed to be made at local gas stations due to the power outage from the storm on June 29; ck #42858 for \$9,653.25 to Truscelli's Collision Repair was due to a deer vs. truck collision outside the park.

With no other comments or questions, *Trustee Arbuckle moved to approve the Manual Checks dated July 2023 in the amount of \$624,655.98, which included check #'s 42758 – 42789, and 42798 – 42815; Voucher Checks dated August 17, 2023 in the amount of \$37,102.78, which included check #'s 42826 – 42839; Manual Checks dated August 2023 in the amount of \$71,246.88, which included check #'s 42816 – 42825, check #'s 42840 – 42859, and electronic funds payment for bond interest; Voucher Checks dated September 21, 2023 in the amount of \$12,352.24, which included check #'s 42883 - 42894. This was followed by a second from Trustee Gast.*

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

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

The vote was 4 – 0. Motion to approve Treasurer's Report carried.

Agenda item number seven g. Report on Cash and Investments. Director of Administration and Personnel Fox noted that the Old National Bank account has a high balance due the tax allocation receipt. Funds will be moved into other accounts in the next day or two. As of September 20 2023, the NOW checking account balance is \$608,551. Illinois Funds Investment Pool balance is \$184,773. The Illinois Funds Money Market Fund balance is \$247,432. First Farmers Bank Money Market Passbook account balance is \$245,664. Central Illinois Bank Money Market passbook account balance is zero. The Health Reimbursement Account (HRA) balance is \$5,812. First Saving Bank NOW account balance is \$74,027. The NOW account at Catlin Bank [now bought by Fisher National Bank] balance is \$246,807. The 3 mo. CD [Whittaker Funds] at Iroquois Federal at 3.0% interest balance is \$20,735; and the 3 mo. CD at Iroquois Federal at 3.03% interest remains at \$226,683. The 13-mo. CD at Illinois National at 4.02% interest is \$150,000; 2-year CD, with 6-month option acquired at Illinois National Bank is \$100,000. Longview Bank 3-mo. CD at 4.25% has a balance of \$250,000.

The grand total of cash and investments for September 20, 2023: \$2,360,484. This compares to \$2,014,116 in September of 2022.

There were no questions or comments. *President Johnson asked to accept of the Report on Cash and Investment Report, dated September 20, 2023. All in favor by acclamation.*

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

Item eight a. Presentation and approval of the Vermilion County Conservation District 2022-2023 Fiscal Year Audit, Crowder CPA's Ltd. Tammy Battle, Crowder CPA's Ltd. was recognized. Tammy began with pages 1 and 2, stating that this is the best report the District could receive, with no modifications. She stated that it was a clean audit and Kim Fox does an awesome job. Pages 4 through 11 is the narrative.

Page 16, Statements of Revenues Received, Expenditures Disbursed, and Changes in Fund Balances. For the year ended March 31, 2023, the net change in fund balances (positive or negative) is positive at \$59,530. There was no ITP Grant, so \$588,000 was lost. Income decreased \$175,497, still leaving a positive balance.

Page 12, is a balance sheet – Statement of Assets, Liabilities, and Fund Balances. Total Liabilities and Fund Balances of all accounts are positive.

Page 14 is a financial statement, reflecting fund balances and total liabilities.

Pages 20 – 38 are note disclosures to the financial statement; no new notes.

Pages 40-45 are the breakdown of expenses and revenues. All were good with the exceptions of the General Fund and Insurance Fund. They both had negative expenditures over appropriations, or unbalanced.

Tammy reported that every few years, the State of Illinois will randomly select audits and individual accountants for review. Crowder CPA's was chosen to be reviewed and received a clean examination.

Tammy asked for any questions.

Trustee Arbuckle moved to approve the VCCD Annual Financial Report for the fiscal year ended March 31, 2023. This was followed by a second from Trustee Gast.

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

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

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

Item eight b. Discuss/approval permit request from Vermilion River Beer Company for sale of alcohol at Kennekuk. Executive Director Pasquale explained that renters wish to have a cash bar provided by Vermilion River Beer Company during their wedding reception in White Oak Barn, Kennekuk. By policy, because Blount Township is dry, it has to be reviewed for approval by the VCCD Board of Trustees, County Board Liquor Commission, pending liquor license, and certificate of insurance.

With no other comments, Trustee Arbuckle moved to approve the sale of liquor from Vermilion River Brewing Company at White Oak Barn during the private event scheduled on October 5, 2023, pending receipt of all documentation required from the county. This was followed by a second from Trustee Gast. All in favor by acclamation, motion for sale of liquor carried.

Item eight c. Discuss/approve order of a 2024 F600 truck. Executive Director Pasquale reported that the District has received two gasoline trucks, last week, out of the six on order for over a year. Typically, vehicles are received within a few weeks or months of the order. This is not happening, and budgeting for them has been problematic with receiving the order in the next budget year. The window to order vehicles closes without warning, and is available now; if the District wishes to order vehicles, it needs to be done now. The F600 truck will replace the current 2008 model with 40,000 miles that is used to spread salt and plow snow. If we are to keep it, it does need repairs totaling about \$20,000 - \$25,000, at some point. The 2008 will be sold eventually, for what Executive Director Pasquale expects will be \$20,000; with a salt spreader and snow plow.

President Johnson inquired about prices for a new model with the equipment needed.

Executive Director Pasquale responded that the truck would be just over \$71,000, plus \$48,000 to equip it properly. This was the quote he received in January 2023.

Discussion ensued regarding the current truck and possible scenarios for purchasing.

With no other comments or questions, *Trustee Augustson moved to approve the purchase of a 2024 Super Duty F600 DRW truck for the quoted amount of \$71,122.44 as presented. This was followed by a second from Trustee Arbuckle. All in favor, motion to purchase carried.*

Item eight d. Discussion of 2024 Staff Salaries. Executive Director Pasquale reiterated the salary schedule presented to the Trustees was for review and discussion purposes only. This will be helpful in presentation of the tax levy for 2023 tax levy payable in 2024. Salaries increases for 2023 totaled approximately almost \$95,000, without raising any taxes for the corporate funds. This year, he proposes raising the levy to cover salary increases.

President Johnson wishes to compensate employees to cover any health insurance increases that employees will be asked to pay.

Brief discussion of health insurance premiums ensued. No action taken.

Item eight e. Discussion of tax levy payable in 2024. The tax levy is required to be filed by the second week in December. The health insurance premiums will not be public until November 1.

President Johnson prefers meetings to occur every month, and Executive Director Pasquale agreed to do so.

No action taken.

There was no executive session.

Agenda item nine. Report from the Executive Director. Executive Director Pasquale began with the next VCCD event planned at Forest Glen Preserve. The Revolutionary War Reenactment is scheduled for September 23-24, 2023; Pioneer Craft Day will be Sunday only, September 24, held in conjunction with the reenactment. A flyer was given to the Trustees.

The River to Rail fundraiser for the KRT was held a couple of weeks ago with success in raising about \$3,500. Both Trustee Arbuckle and Trustee Gast participated. Past Trustee Staske also participated.

There is a VCCD excess equipment sale planned soon. Some of the items: 4 pickup trucks, farm disc, water tank, sign router, shaper, scroll saw, belt sander, tent, etc. Proceeds from this sale will go into General Fund revenue. Advertising will be through the VCCD website and Facebook media and will be done by sealed bid. There will be no viewing day, pictures will be posted. If someone would like to make an appointment to look at the equipment, they should call the Kennekuk Office.

Trustees were provided with a letter from the Office of the Attorney General, State of Illinois, regarding the Dynegy Midwest Generation, LLC settlement grant of \$200,000 to the VCCD, specific to Kennekuk. To summarize, Tick Tock Energy was chosen as installer for the solar energy / electric charging station project.

Nature-based playscapes were stated as the lowest priority for the proposal, therefore one or more pieces of play equipment will be purchased only if funds remain after performing the higher priority projects. The Illinois Attorney General's office will oversee the funds and the Vermilion County Conservation Foundation will approve the expenditure.

The Gannett Education Center Project update included the exterior addition completion, but not landscaped.

The next regularly scheduled meeting will be Wednesday, October 18, 2023, 4:30 p.m. at the Gannett Outdoor Education Center.

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

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

President Johnson asked for the proposed Mountain Bike Trail extension update. He also thanked the staff for compliance with the audit.

Executive Director Pasquale responded it was still under review, on hold until the environmental survey is complete.

Trustee Arbuckle had no comment.

Trustee Gast had no comment.

Trustee Augustson had no comment.

This concluded President & Trustee Comments.

With no further discussion and all business transacted, *Trustee Arbuckle moved to adjourn the meeting at 5:33 p.m. This was followed by a second from Trustee Augustson. All in favor by acclamation, meeting adjourned.*

Michael H. Gast
Secretary
VCCD Board of Trustees