

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES**

NOVEMBER 30, 2020

I. Call to Order

President Gilmour called the meeting to order at 6:25 pm in the Kendall County Historic Courthouse – 3RD Floor Courtroom.

II. Pledge of Allegiance

The Pledge of Allegiance was recited at the start of the Kendall County Board meeting.

III. Invocation

Commissioner Prochaska offered an invocation at the start of the Kendall County Board meeting.

IV. Roll Call

X	Cesich	X	Gryder
X	Flowers	X	Hendrix
X	Gengler	X	Kellogg
X	Giles	X	Prochaska
X	Gilmour	X	Vickers

Commissioners Cesich, Flowers, Gengler, Giles, Gilmour, Gryder, Hendrix, Kellogg, Prochaska, and Vickers were all present.

V. Approval of Agenda

Commissioner Flowers made a motion to approve the Commission meeting agenda as amended. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

Commissioner Kellogg made a motion to amend the agenda, moving placement of Item XVI to item IX. Seconded by Commissioner Prochaska.

Motion: Commissioner Kellogg
Second: Commissioner Prochaska

Roll call: Approval of Agenda Amendment – Item XVI

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

Commissioner Flowers made a motion to approve the agenda as amended. Seconded by Commissioner Gengler. Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

VI. Public Comment

No public comments were offered from citizens in attendance.

CONSENT AGENDA

VII. Approval of Minutes

- **Kendall County Forest Preserve District Commission meeting minutes of November 4, 2020 and November 17, 2020.**

Director Guritz presented minutes for approval from the Kendall County Forest Preserve District.

Motion: Commissioner Flowers
Second: Commissioner Gengler

Roll call: Approval of Agenda

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Commission meeting of November 4, 2020 and November 17, 2020.

VIII. Approval of Claims for an Amount of \$15,887.64

Director Guritz presented the claims list for approval.

Commissioner Prochaska made a motion to approve the Consent Agenda. Seconded by Commissioner Gengler.

Motion: Commissioner Prochaska
 Second: Commissioner Gengler

Roll call: Consent Agenda

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

OLD BUSINESS

IX. MOTION: Approval of the Kendall County Forest Preserve District Employee Salary Schedule for December 1, 2020 through November 30, 2021, which includes an Aggregate Sum for Scheduled Increases for a Total Amount Not-to-Exceed \$27,998.34

Commissioner Hendrix made a motion to approve the Kendall County Forest Preserve District employee salary schedule for December 1, 2020 through November 30, 2021, which includes an aggregate sum for scheduled increase for a total amount not-to-exceed \$27,998.34. Seconded by Commissioner Flowers.

Commission discussed the proposed FY21 salaries.

Motion: Commissioner Hendrix
 Second: Commissioner Flowers

Roll call: FY21 Employee Salary Schedule

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
	X	Cesich		X	Gryder
X		Flowers	X		Hendrix
X		Gengler		X	Kellogg
X		Giles	X		Prochaska
X		Gilmour		X	Vickers

Motion carried by a vote of 6:4.

Roll call: Commissioners, Flowers, Gengler, Giles, Hendrix, Prochaska, and Gilmour, aye. Opposed, Commissioners Cesich, Gryder, Kellogg, and Vickers. Motion carried by a vote of 6:4.

X. ORDINANCE #11-20-001 Amending the Combined Budget and Appropriations Ordinance #11-19-001 Increasing the Fund 1900 Budgeted Expenditures for Operations from \$1,164,580 to \$1,177,582

Commissioner Hendrix made motion to approve Ordinance #11-20-001 to amend the Combined Budget and Appropriations Ordinance #11-19-001 increasing the Fund 1900 budgeted expenditures for operations from \$1,164,580 to \$1,177,582. Seconded by Commissioner Prochaska.

Director Guritz reported that an amendment to the total expenditures figure posted on the agenda is needed to address actual expenditures exceeding appropriations in FY20 to \$1,180,293.

Commission requested Kendall County State’s Attorney’s Office opinions from ASA Johnson on budget provisions contained within the Illinois Downstate Forest Preserve Act pertaining to handling of amending the District’s budget in the future, including the potential for civil and/or criminal penalties for willful and wonton acts, including potential personal liability exposure for failing to follow the Act in the future.

Commission discussed the need for process changes moving forward to secure pre-approval for an amended budget prior to incurring expenses that will exceed appropriations.

Commissioner Hendrix made a motion to amend Item X Ordinance #11-20-001 amending Ordinance #11-19-001 increasing the Fund 1900 expense budget to \$1,180,293 for FY20. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix					
Second: Commissioner Flowers					
Roll call: Ordinance #11-20-001 Amending Ordinance #11-19-001 Increasing Total FY20 Expenditures \$1,180,293					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

Motion: Commissioner Hendrix
Second: Commissioner Prochaska

Roll call: Approval of Ordinance #11-20-001 as Amended

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

XI. ORDINANCE #11-20-002: Approval of the Combined Annual Budget and Appropriations Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2020 and Ending November 30, 2021 for an Amount Not-to-Exceed \$9,206,839

Commissioner Hendrix made a motion to approve Ordinance #11-20-002 Combined Annual Budget and Appropriations Ordinance setting forth the annual budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year beginning December 1, 2020 and ending November 30, 2021 for an amount not-to-exceed \$9,206,839. Seconded by Commissioner Gengler.

Commission discussed Ordinance #11-20-002.

Commissioner Gryder made a motion to amend Ordinance #11-20-002 to reduce the FY21 total budgeted appropriations for revenues and expenditures to \$1,091,803. Seconded by Commissioner Kellogg.

Motion: Commissioner Gryder
Second: Commissioner Kellogg

Roll call: Ordinance #11-20-002 Amendment Reducing FY21 Operating Fund (Fund 1900) Revenues and Expenditures to \$1,091,803

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
	X	Flowers		X	Hendrix
	X	Gengler	X		Kellogg
X		Giles	X		Prochaska
	X	Gilmour	X		Vickers

Motion carried by a vote of 6:4.

Roll call: Commissioners Cesich, Giles, Gryder, Kellogg, Prochaska, and Vickers, aye. Opposed, Commissioners Flowers, Gengler, Hendrix, and Gilmour. Motion carried by a vote of 6:4.

Motion: Commissioner Gryder

Second: Commissioner Kellogg

Roll call: Approval of Ordinance #11-20-002 as Amended –

Total Combined Appropriations for Expenditures Reduced to \$9,101,382

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers		X	Hendrix
	X	Gengler	X		Kellogg
X		Giles	X		Prochaska
	X	Gilmour	X		Vickers

Motion carried by a vote of 7:3.

Roll call: Commissioners Cesich, Flowers, Giles, Gryder, Kellogg, Prochaska, and Vickers, aye. Opposed, Commissioners Gengler, Hendrix, and Gilmour. Motion carried by a vote of 7:3.

XII. ORDINANCE #11-20-003: Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2020 and Ending November Ending November 30, 2021 for an Amount Not-to-Exceed \$635,646.00

Commissioner Hendrix made a motion to approve Ordinance #11-20-003 the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2020 and Ending November Ending November 30, 2021 for an amount not-to-exceed \$635,646.00. Seconded by Commissioner Gryder.

Motion: Commissioner Hendrix

Second: Commissioner Gryder

Roll call: Ordinance #11-20-003 – FY21 General Fund Tax Levy for \$635,646.00

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

XIII. MOTION: Approval of a Revised Position Description for the District's Environmental Education Programs and Marketing Manager

Commissioner Gryder made a motion to approve the revised position description for the District's Environmental Education Programs and Marketing Manager. Seconded by Commissioner Cesich.

Motion: Commissioner Gryder					
Second: Commissioner Cesich					
Roll call: Environmental Education Programs and Marketing Manager					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

XIV. MOTION: Approval of a Revised Position Description for the District's Communications and Natural Resources Projects Coordinator

Commissioner Hendrix made a motion to approve the revised position description for the District's Communications and Natural Resources Projects Coordinator. Seconded by Commissioner Gryder.

Motion: Commissioner Hendrix					
Second: Commissioner Gryder					
Roll call: Communications and NR Projects Coordinator					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

XV. MOTION: Approval of a Revised Position Description for the District's Natural Beginnings Program and Special Projects Manager

Commissioner Gryder made a motion to approve the revised position description for the District's Natural Beginnings Program and Special Projects Manager. Seconded by Commissioner Hendrix.

Motion: Commissioner Gryder

Second: Commissioner Hendrix

Roll call: NB Program and SP Manager

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

XVI. MOTION: Approval of the KCFPD FY21 Organizational Chart

Commissioner Gryder made a motion to approve the KCFPD FY21 Organizational Chart. Seconded by Commissioner Hendrix.

Motion: Commissioner Gryder

Second: Commissioner Hendrix

Roll call: Organizational Chart

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

NEW BUSINESS

XVII. Other Items of Business

- Cancellation of the December 8, 2020 Committee of the Whole Meeting scheduled for 4:30 PM

XVIII. Public Comments

Luke Robinson with the Kendall County Record requested roll call clarifications.

Jim Wyman with WSPY requested roll call clarification for the FY21 levy ordinance.

XIX. Executive Session

None.

XX. Adjournment

Commissioner Vickers made a motion to adjourn. Seconded by Commissioner Hendrix.

Motion: Commissioner Vickers					
Second: Commissioner Hendrix					
Roll call: Adjournment					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour, aye. Opposed, none.

Meeting adjourned at 7:45 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District