

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

**MAY 18, 2021**

**I. Call to Order**

President Gilmour called the meeting to order at 10:13 am in the Kendall County Office Building - Second Floor Board Rooms 209 and 210.

**II. Pledge of Allegiance**

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

**III. Invocation**

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

**IV. Roll Call**

	Cesich	X	Gryder
X	DeBolt	X	Kellogg
X	Flowers (remote)	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers (remote)

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour were all present.

**V. Approval of Agenda**

Commissioner Gengler made a motion to approve the Commission meeting agenda as amended with Item X "Keeper" removed from the Consent Agenda. Seconded by Commissioner DeBolt.

Motion: Commissioner Gengler

Second: Commissioner DeBolt

**Roll call: Approval of Agenda**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**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 of May 4, 2021
- Kendall County Forest Preserve District Operations Committee meeting of May 5, 2021
- Kendall County Forest Preserve District Committee of the Whole meeting of April 13, 2021

**VIII. Approval of Claims in the Amount of \$21,731.94**

**IX. Acceptance of the Mack & Associates, PC Audit Report for the Kendall County Forest Preserve District for the Fiscal Year Ending November 30, 2020**

**X. Approval of the Notification of State Award (NOSA) for the Illinois Department of Natural Resources – Parks and Recreational Facilities Construction Grant (PARC#1165-25085) for the Pickerill-Pigott Estate House Public Access Improvements Project in the Amount of \$828,200 including a Required District Match of \$279,695**

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

Motion: Commissioner DeBolt					
Second: Commissioner Gengler					
<b>Roll call: Consent Agenda</b>					
<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**OLD BUSINESS**

No items were presented for consideration.

**NEW BUSINESS**

**XI. Approval of a Bill of Sale and Purchase of the Lesson Horse “Keeper” from Kasey Wilson of Ottawa, Illinois for an Amount Not-to-Exceed \$1,500.00 following Completion of a 30-day Trial Period**

Commissioner Rodriguez made a motion to approve a Bill of Sale and purchase of the lesson horse “Keeper” from Kasey Wilson of Ottawa, Illinois for an amount not-to-exceed \$1,500.00 following completion of a 30-day trial period. Seconded by Commissioner Flowers.

Motion: Commissioner Rodriguez					
Second: Commissioner Flowers					
<b>Roll call: Lesson Horse</b>					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol		X
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion carried by a vote of 8:1.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Rodriguez, Vickers, and Gilmour, aye. Opposed, Commissioner Koukol. Motion carried by a vote of 8:1.

**XII. ORDINANCE #05-21-001: Amending the Combined Annual Budget and Appropriations Ordinance #02-21-001 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 \$9,088,295**

Commissioner Vickers made a motion to approve ordinance #05-21-001 to amend the combined annual budget and appropriations ordinance #02-21-001 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 \$9,088,295. Seconded by Commissioner Gengler.

Commissioner Kellogg requested that Commission first consider approving a capital fund balance policy prior to approving the amended FY21 budget for the District.

Commission discussed the need for the policy.

Commissioner Kellogg made a motion to table ordinance #05-21-001 for consideration at the June 1, 2021 Commission meeting. Seconded by Commissioner Koukol.

Motion: Commissioner Kellogg

Second: Commissioner Koukol

**Roll call: Table Ordinance #05-21-001 for Consideration at the June 1, 2021 Commission Meeting**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XIII. Approval of the Revised Education Programs Manager Description, Including the Retitling of the Position to Assistant Director and Education Manager, and \$3,000.00 Annualized Salary Increase for Emily Shanahan, Effective May 22, 2021**

Commissioner Rodriguez made a motion to approve the revised Education Programs Manager description, including the retitling of the position to Assistant Director and Education Manager, and \$3,000.00 annualized salary increase for Emily Shanahan, effective May 22, 2021. Seconded by Commissioner DeBolt.

Motion: Commissioner Rodriguez

Second: Commissioner DeBolt

**Roll call: Assistant Director and Education Manger Position Description and \$3,000.00 Annualized Salary Increase for Emily Shanahan**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XIV. Approval of the Updated Communications and Natural Resources Manager Position Description, Including an Annualized Salary Increase of \$3,000.00 for Antoinette White, Effective May 22, 2021**

Commissioner Rodriguez made a motion to approve the Updated Communications and Natural Resources Manager Position Description, including an annualized salary increase of \$3,000.00 for Antoinette White, effective May 22, 2021. Seconded by Commissioner Vickers.

Motion: Commissioner Rodriguez

Second: Commissioner Vickers

**Roll call: Communications and Natural Resources Project Manager Position Description Approval and \$3,000.00 Annualized Salary Increase for Antoinette White**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XV. Approval of the Updated Natural Beginnings and Special Projects Manager Position Description, Including an Annualized Salary Increase of \$3,000.00 for Stefanie Wiencke, Effective May 22, 2021**

Commissioner Gengler made a motion to approve the updated Natural Beginnings and Special Projects Manager position description, including an annualized salary increase of \$3,000.00 for Stefanie Wiencke, effective May 22, 2021. Seconded by Commissioner Gryder.

Motion: Commissioner Gengler

Second: Commissioner Gryder

**Roll call: Natural Beginnings and Special Projects Manager Position Description and Annualized Salary Increase of \$3,000.00 for Stefanie Wiencke**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XVI. Approval of the Revised FY21 Organizational Chart for the Kendall County Forest Preserve District**

Commissioner Koukol made a motion to approve the revised FY21 Organizational Chart for the Kendall County Forest Preserve District. Seconded by Commissioner Gryder.

Motion: Commissioner Koukol  
 Second: Commissioner Gryder

**Roll call: Revised FY21 KCFPD Organizational Chart**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XVII. Approval of a Proposal from Upland Designed, LTD for Development of a Concept Plan and Construction Cost Estimates for Completion of a Multi-Use Trail Connection between Hoover Forest Preserve and Fox River Bluffs Forest Preserve for an Amount Not-to-Exceed \$4,800.00, Plus Reimbursable Expenses Estimated at \$1,500.00**

Commissioner DeBolt made a motion to approve a proposal from Upland Designed, LTD for development of a concept plan and construction cost estimates for completion of a multi-use trail connection between Hoover Forest Preserve and Fox River Bluffs Forest Preserve for an amount not-to-exceed \$4,800.00, plus reimbursable expenses estimated at \$1,500.00. Seconded by Commissioner Gengler.

Motion: Commissioner DeBolt  
 Second: Commissioner Gengler

**Roll call: Upland Designed, LTD Proposal**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XVIII. Public Comments**

Jim Wyman asked the name of the retiree and the status of the D. Construction Bridge.

Director Guritz responded that Rebecca Antrim had retired from the District, and reported that there is a meeting scheduled for next week with D. Construction.

**XIX. Executive Session**

None.

**XX. Other Items of Business**

None.

**XXI. Adjournment**

Commissioner DeBolt made a motion to adjourn. Seconded by Commissioner Rodriguez.

Motion: Commissioner DeBolt					
Second: Commissioner Rodriguez					
<b>Roll call: Adjournment</b>					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich			Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

Roll call: Commissioners DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

Meeting adjourned at 10:50 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

