

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

OCTOBER 19, 2021

I. Call to Order

President Gilmour called the meeting to order at 10:39 am in the Kendall County Office Building - Second Floor Board Rooms 209 and 210.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance at the start of the County Board meeting.

III. Invocation

An invocation was offered by Commissioner Gengler at the start of the County Board meeting.

IV. Roll Call

X	Cesich	X	Gryder
	DeBolt	X	Kellogg
X	Flowers	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers

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

V. Approval of Agenda

Commissioner Cesich made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Koukol. Aye, all. 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 Finance Committee Meeting of September 30, 2021
- Kendall County Forest Preserve District Commission Meeting of October 5, 2021
- Kendall County Forest Preserve District Operations Committee Meeting of October 6, 2021

VIII. Approval of Claims in the Amount of \$21,036.93

IX. Approval of the Publication of the District's FY22 Preliminary Budget

X. Approval of a Letter of Engagement with Mark & Associates, CPA's for an Amount Not to Exceed \$8,240.00

- XI. **Approval of the Renewal of a 1-Year Lease Agreement with Jay Teckenbrock, Hoover Supervisor and Resident for Use of the Hoover Residence Effective December 1, 2021 through November 30, 2022 for a \$250.00 Monthly Rent Payment**
- XII. **Approval of the Renewal of a 1-Year Lease Agreement with Shannon Prette, Ellis Resident and Caretaker for Use of the Ellis House Studio Apartment Effective December 1, 2021 through November 30, 2022 for a \$346.67 Monthly Rent Payment**
- XIII. **Approval of Natural Beginnings Early Learning Program 22-23 Program Tuition Fees and Charges in the Amount of \$2,160.00 (3-Day Program) and \$1,700.00 (2-Day Program)**
- XIV. **Approval of the Bill of Transfer Accepting the Donation of the Lesson Horse "Casper" to the District from Sunrise Center, Inc., for \$1.00 Paid in Hand**

Commissioner Cesich made a motion to approve the Consent Agenda as presented. Seconded by Commissioner Gengler.

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

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

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

- XV. **MOTION: Approval of Two Vehicle Repair Estimates from Automotive Specialties of Yorkville, Illinois Repair of the District’s 2008 F-350 for \$5,934.05, and the District’s 2009 F-250 for \$3,239.29 a Total Cost of \$9,173.34**

Commissioner Cesich made a motion to approve the vehicle repair estimate cost of \$9,173.34. Seconded by Commissioner Gryder.

Motion: Commissioner Cesich
 Second: Commissioner Gryder

Roll call: Automotive Specialties Repair Estimates - \$9,173.34

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

Motion unanimously approved.

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

XVI. MOTION: Approval of the Grounds and Natural Resources Division Supervisor Position Description, including the Appointment of Antoinette White to this Position with a Promotional Annualized Salary Increase to \$42,780.00 Effective December 1, 2021

Commissioner Gryder made a motion to approve the Grounds and Natural Resources Division Supervisor position, including the appointment of Antoinette White to this position with a promotional annualized salary increase to \$42,780.00 effective December 1, 2021. Seconded by Commissioner Rodriguez.

Motion: Commissioner Gryder
 Second: Commissioner Rodriguez

Roll call: Grounds and NR Division Supervisor - \$42,870.00 Effective 12/01/2021

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

Motion unanimously approved.

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

XVII. MOTION: Approval of the Environmental Education and Special Projects Manager Position Description, Including the Appointment of Stefanie Wiencke to this Position with an Assigned Starting Annualized Salary of \$39,869.25 Effective December 1, 2021

Commissioner Flowers made a motion to approve the Environmental Education and Special Projects Manager Position, including the appointment of Stefanie Wiencke to the position with an assigned starting annualized salary of \$39,869.25 effective December 1, 2021. Seconded by Commissioner Cesich.

Motion: Commissioner Flowers					
Second: Commissioner Cesich					
Roll call: Env. Ed. and Special Projects Manager - \$39,869.25 Effective 12/01/2021					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

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

XVIII. MOTION: Approval of the Environmental Education Early Learning Program Specialist Position Description, Including the Appointment of Jessica Vosburgh to this Full Time Position with an Assigned Starting Annualized Salary of \$28,275.00 Effective December 1, 2021

Commissioner Cesich made a motion to approve the Environmental Education Early Learning Program Specialist position, including the appointment of Jessica Vosburgh to this full time position with an assigned starting annualized salary of \$28,275.00 effective December 1, 2021. Seconded by Commissioner Flowers.

Motion: Commissioner Cesich					
Second: Commissioner Flowers					
Roll call: Env. Ed. Early Learning Program Specialist - \$28,275.00 Effective 12/01/2021					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

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

XIX. MOTION: Approval of the Environmental Education Coordinator Position Description Including the Appointment of Kimberly Adams to this Position with a Promotional Hourly Salary Increase to \$18.00 Effective October 22, 2021

Commissioner Cesich made a motion to approve the Environmental Education Program Coordinator Position. Seconded by Commissioner Gryder.

Motion: Commissioner Cesich					
Second: Commissioner Gryder					
Roll call: Env. Ed. Coordinator - \$18/hr. Effective 10/22/2021					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

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

XX. MOTION: Approval of the Reservations Manager and Accounting Coordinator Position Description, including the Appointment of Julia Granholm to this Position with a Promotional Hourly Salary Increase to \$19.50 Effective October 22, 2021

Commissioner Cesich made a motion to approve the Reservations Manager and Accounting Coordinator position. Seconded by Commissioner Gryder.

Motion: Commissioner Cesich					
Second: Commissioner Gryder					
Roll call: Reservations Manager and Acct. Coord. - \$19.50/hr. Effective 10/22/2021					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

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

XXI. MOTION: Approval of a Revised Organizational Chart for the Kendall County Forest Preserve District

Commissioner Gryder made a motion to approve the revised organization chart for the Kendall County Forest Preserve District. Seconded by Commissioner Rodriguez.

Motion: Commissioner Gryder					
Second: Commissioner Rodriguez					
Roll call: KCFPD 21-22 Revised Org Chart					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	
Motion unanimously approved.					

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

XXII. Public Comments

Jim Wyman, WSPY, inquired into whether the approved personnel changes would result in cost savings for the District. Director Guritz stated that the net changes resulted in a total salary expense savings over the preliminary budget, and an increase in anticipated costs for one additional benefits package. The approved overall restructure is head count neutral.

XXIII. Executive Session

None.

XXIV. Other Items of Business

- Storm Damage Updates and Preserve Clearing Efforts

Director Guritz provided updates on storm damage repairs at Hoover Forest Preserve.

XXV. Adjournment

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Vesich. Aye, all. Opposed, none. Meeting adjourned at 10:49 am.

Respectfully submitted,

David Guritz
 Director, Kendall County Forest Preserve District