

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

MAY 21, 2019

I. Call to Order

President Gilmour called the meeting to order at 10:20 am in the Kendall County Board Room.

II. Pledge of Allegiance

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

III. Invocation

An invocation was provided by Commission Prochaska at the beginning of the Kendall County Board meeting.

IV. Roll Call

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

Commissioners Cesich, Flowers, Gilmour, Hendrix, Kellogg, Prochaska, and Vickers were all present at roll call.

V. Approval of Agenda

Commissioner Hendrix made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

VI. Public Comment

No public comments were offered from citizens in attendance.

VII. Approval of Claims for an Amount Not-to-Exceed \$35,503.96

Commissioner Hendrix made a motion to approve claims for an amount not-to-exceed \$35,503.96. Seconded by Commissioner Vickers.

Motion: Commissioner Hendrix

Second: Commissioner Vickers

Roll call: Claims Not-to-Exceed \$35,503.96

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

Motion unanimously approved.

VIII. Approval of Minutes

- **Kendall County Forest Preserve District Finance Committee Meeting of April 23, 2019**
- **Kendall County Forest Preserve District Operations Committee Meeting of May 1, 2019**
- **Kendall County Forest Preserve District Commissions Meeting of May 7, 2019**

Commissioner Flowers made a motion to approve the Finance Committee meeting minutes of April 23, 2019; the Operations Committee meeting minutes of May 1, 2019, and the Commission meeting minutes of May 7, 2019. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

IX. Executive Session

Commissioner Hendrix made a motion to enter into Executive Session under 2(c)1 and 2(c)6 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, and to discuss the setting of a price for sale or lease of property owned by the public body.

Roll Call: Commissioner Cesich, Flowers, Gilmour, Hendrix, Kellogg, Prochaska, and Vickers, aye. Opposed, none. Executive Session called to order at 10:24 am, with Debbie Gillette, Kendall County Clerk extending meeting recording support for the session.

Commissioner Kellogg made a motion to adjourn from executive session. Seconded by Commissioner Prochaska. Regular meeting reconvened at 11:11 am.

OLD BUSINESS

- X. ORDINANCE #19-05-002: Approval of a Utility Easement Agreement with OmniTRAX, Inc. of Denver, Colorado and its Subsidiary, Illinois Railway, LLC of Ottawa, Illinois Granting an Easement to Construct a New Electrical Service Line within the Easement Area at Hoover Forest Preserve, Kendall County, Illinois, for a Calculated Payment to be received from OmniTRAX, Inc. in the Amount of \$1,937.00**

Commissioner Hendrix made a motion to postpone consideration of a utility easement agreement with OmniTRAX, Inc. of Denver, Colorado and its subsidiary, Illinois Railway, LLC of Ottawa, Illinois granting an easement to construct a new electrical service line within the easement area at Hoover Forest Preserve, Kendall County, Illinois, for a calculated payment to be received from OmniTRAX, Inc. in the amount of \$1,937.00. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix					
Second: Commissioner Flowers					
Roll call: Ordinance #19-05-002 Postponement					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour			Purcell
		Gryder	X		Vickers
Motion unanimously approved.					

NEW BUSINESS

- XI. **MOTION: Approval of an Open Space Land Acquisition and Development (OSLAD) Grant Agreement #OS 19-2018 between the State of Illinois, Department of Natural Resources and the Kendall County Forest Preserve District for Phase I Public Access Improvements at Pickerill-Pigott Forest Preserve in the Amount of \$316,500.00, Including a District Commitment to Expend the Required 50/50 Matching Funds from the District’s Capital Fund in the Amount of \$316,500.00**

Commissioner Hendrix made a motion to approve an Open Space Land Acquisition and Development (OSLAD) Grant Agreement #OS 19-2018 between the State of Illinois, Department of Natural Resources and the Kendall County Forest Preserve District for Phase I Public Access Improvements at Pickerill-Pigott Forest Preserve in the amount of \$316,500.00, including a District commitment to expend the required 50/50 matching funds from the District’s Capital Fund in the amount of \$316,500.00. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix

Second: Commissioner Flowers

Roll call: OSLAD Grant Agreement #OS 19-2018

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

Motion unanimously approved.

XII. MOTION: Approval of a Professional Services Proposal and Agreement with Upland Design, LTD of Plainfield, Illinois for the Development of Construction Designs and Specifications, Project Permitting and Bidding, and Construction Observation Services in the Amount of \$52,500.00 for Public Access Improvements at Pickerill-Pigott Forest Preserve, Including an Additional Amount for Reimbursable Costs Not-to-Exceed \$1,800.00

Commissioner Hendrix made a motion to approve a professional services proposal and agreement with Upland Design, LTD of Plainfield, Illinois for the development of construction designs and specifications, project permitting and bidding, and construction observation services in the amount of \$52,500.00 for public access improvements at Pickerill-Pigott Forest Preserve, including an additional amount for reimbursable costs not-to-exceed \$1,800.00. Seconded by Commissioner Prochaska.

Motion: Commissioner Hendrix

Second: Commissioner Prochaska

Roll call: Upland Design, LTD Proposal for Pickerill-Pigott Forest Preserve

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

Motion unanimously approved.

XIII. ORDINANCE #19-05-003: Approval of the Establishment of a Forest Preserve Projects Reserve Fund, Including the Transfer and Deposit of Cumulative Interest Earnings into the Forest Preserve Improvement Fund from Fund 320 (Dept Series 2003/2012) in the Amount of \$14,181.06; Fund 960 (Debt Series 2007/2015/2016/2017) in the Amount of \$31,981.27, and Fund 950 (Capital Projects) in the Amount of \$329,065.48, for a Total Deposit of \$375,227.81 into The Illinois Funds of the State of Illinois Treasurer’s Office

Commissioner Hendrix made a motion to approve Ordinance #19-05-003 approving the establishment of a Forest Preserve Projects Reserve Fund, including the transfer and deposit of cumulative interest earnings into the Forest Preserve Improvement Fund from Fund 320 (Dept Series 2003/2012) in the amount of \$14,181.06; Fund 960 (Debt Series 2007/2015/2016/2017) in the amount of \$31,981.27, and Fund 950 (Capital Projects) in the amount of \$329,065.48, for a total deposit of \$375,227.81 into The Illinois Funds of the State of Illinois’ Treasurer’s Office. Seconded by Commissioner Prochaska.

Motion: Commissioner Hendrix

Second: Commissioner Prochaska

Roll call: Ordinance #19-05-003 Establishing a Forest Preserve Projects Reserve Fund

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

Motion unanimously approved.

XIV. MOTION: Approval of a Proposal from Innovative Underground, LLC of Sandwich, Illinois for the Cleaning, Televising and Assessment of Sewer Intake and Force Main Pipe (\$7,200.00); Spot Repair of Three Damaged Sections of Sewer Intake Pipe (\$9,000.00), and Installation of Two Sanitary Sewer Outflow Pipe Plugs (\$700.00) at Hoover Forest Preserve for a Total Amount Not-to-Exceed \$16,900.00.

Commissioner Hendrix made a motion to approve a proposal from Innovative Underground, LLC of Sandwich, Illinois for the cleaning, televising and assessment of sewer intake and force main pipe (\$7,200.00); spot repair of three damaged sections of sewer intake pipe (\$9,000.00), and installation of two sanitary sewer outflow pipe plugs (\$700.00) at Hoover Forest Preserve for a total amount not-to-exceed \$16,900.00. Seconded by Commissioner Kellogg.

Motion: Commissioner Hendrix

Second: Commissioner Kellogg

Roll call: Innovative Underground, LLC – Hoover Forest Preserve Sanitary Sewer Repairs

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

Motion unanimously approved.

XV. MOTION: Approval of a Proposal from WBK Engineering, LLC of St. Charles, Illinois to Complete a Soil Erosion Site Plan for Henneberry Forest Preserve for an Amount Not-to-Exceed \$1,500.00

Commissioner Hendrix made a motion to approve a proposal from WBK Engineering, LLC of St. Charles, Illinois to complete a soil erosion site plan for Henneberry Forest Preserve for an amount not-to-exceed \$1,500.00. Seconded by Commissioner Cesich.

Motion: Commissioner Hendrix

Second: Commissioner Cesich

Roll call: WBK Engineering, LLC

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

Motion unanimously approved.

XVI. MOTION: Approval of a Native-Plant Purchase Order from Possibility Place Nursery of Monee, Illinois for Perennial Native-Species Flats for an Amount Not-to-Exceed \$11,278.00 to be Reimbursed Under Approved Grant Agreements with the Illinois Clean Energy Community Foundation, Forest Foundation of Kendall County, and The Conservation Foundation

Commissioner Flowers made a motion to approve a native-plant purchase order from Possibility Place Nursery of Monee, Illinois for perennial native-species flats for an amount not-to-exceed \$11,278.00 to be reimbursed under approved grant agreements with the Illinois Clean Energy Community Foundation, the Forest Foundation of Kendall County, and The Conservation Foundation. Seconded by Commissioner Hendrix.

Motion: Commissioner Flowers

Second: Commissioner Hendrix

Roll call: Possibility Place Nursery Perennial Order

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

Motion unanimously approved.

XVII. MOTION: Approval of the Issuance of a Procurement Card for Chris Kellogg, Superintendent of Grounds and Natural Resources with a Single Purchase Limit of \$1,000.00 and Total Monthly Expenditures Limit Not-to-Exceed \$5,000.00

Commissioner Hendrix made a motion to approve the issuance of a procurement card for Chris Kellogg, Superintendent of Grounds and Natural Resources with a single purchase limit of \$1,000.00 and total monthly expenditures limit not-to-exceed \$5,000.00. Seconded by Commissioner Prochaska.

The Board of Commissioners discussed the procurement card purchase documentation process and limitations.

Motion: Commissioner Hendrix

Second: Commissioner Prochaska

Roll call: Chris Kellogg, Superintendent Procurement Card

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

Motion unanimously approved.

XVIII. MOTION: Approval of a Proposal from A&B Exteriors of Sandwich, Illinois for Repairs to the Subat Forest Picnic Shelter including the Tear-Down and Installation of New Shingles; Installation of 15lb Felt Paper, Ice and Water Shield, and Drip Edge; and Repair of 9-Rows (344') of Cedar Decking for a Total Amount Not-to-Amount \$6,736.88

Commissioner Prochaska made a motion to approve a proposal from A&B Exteriors of Sandwich, Illinois for repairs to the Subat Forest picnic shelter including the tear-down and installation of new shingles; installation of 15lb felt paper, ice and water shield, and drip

edge; and repair of 9-Rows (344') of cedar decking for a total amount not-to-amount \$6,736.88. Seconded by Commissioner Cesich.

Motion: Commissioner Prochaska

Second: Commissioner Cesich

Roll call: A&B Exteriors – Subat Shelter Repair Proposal

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

Motion unanimously approved.

XIX. Executive Session

None.

XX. Other Items of Business

The Kendall County Forest Preserve District Finance Committee scheduled for May 30, 2019 at 6:00 pm has been cancelled.

XXI. Public Comments

Todd Milliron of Yorkville suggested that questions from the press should be added as an agenda item for future forest preserve meetings.

XXII. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Hendrix. Aye, all. Opposed, none. Meeting adjourned at 11:28 am.

Respectfully submitted,

David Guritz

Executive Director, Kendall County Forest Preserve District