

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES**

JUNE 11, 2019

I. Call to Order

President Gilmour called the Committee of the Whole meeting to order at 4:45 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Cesich, Gilmour, Gryder, Prochaska, and Vickers all were present, constituting a quorum of the majority of elected Commissioners present due to a current vacancy on the Board of Commissioners.

Commissioner Flowers entered the meeting at 5:14 pm.

III. Approval of Agenda

Commissioner Prochaska made a motion to approve the agenda as amended by moving item X to XIV. Seconded by Commissioner Cesich. All, aye. Opposed, none.

IV. Public Comments

Jerry Bannister offered public comments on land for sale along the Fox River.

V. Executive Director's Report

Director Guritz reported that the IDNR has announced several grant programs for FY19 including OSLAD due August 17. The railroad crossing gates at Hoover Forest Preserve have been installed.

VI. MOTION: Forward Claims to Commission for an Amount Not-to-Exceed \$11,006.91

Director Guritz presented claims for an amount not-to-exceed \$11,006.91.

Committee of the Whole discussed the Verizon bill. Director Guritz reported that in addition to the ten District employee cell phones, the bill includes wireless internet at Ellis, Harris and Hoover, as well as wireless phone systems at Hoover and Ellis. Transition of telecommunications services to Verizon resulted in a cost savings over AT&T.

Commissioner Vickers made a motion to forward claims to Commission for an amount not-to-exceed \$11,006.91. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

OLD BUSINESS

VII. Review of the Revised Position Description for the Executive Director of the Kendall County Forest Preserve District

Director Guritz presented an updated position description for the Executive Director of the Kendall County Forest Preserve District.

The Committee of the Whole discussed the revised position description. Director Guritz reported that a motion will be presented to Commission to approve the final draft for presentation to the State's Attorney's Office for review.

NEW BUSINESS

VIII. Review of Financial Statements and Cost Center Reports for Period Ending May 31, 2019

Director Guritz presented an overview of the District's financial statements and cost center reports for the period ending May 31, 2019. Financial Statements are comparable YTD to FY18. The Natural Beginnings program and cost center was discussed.

IX. Henneberry Forest Preserve – Review of Quotes for Completion of the WBK Soil Erosion Control Site Plan

Director Guritz presented a review of quotes for completion of the WBK soil erosion control site plan for Henneberry Forest Preserve. Quotes were requested from three firms, with two responding with the quotes presented. The quote from SemperFi Land, Inc. was recommended for approval.

Commissioner Prochaska made a motion to forward the quote from SemperFi Land, Inc. for the amount of \$7,560.00 to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

X. Review of the Final Proposed Crossing Agreement for Hoover Forest Preserve (KCFPD-Yorkville-OmniTRAX/IL Railway)

Director Guritz presented a final draft of the proposed crossing agreement for Hoover Forest Preserve (KCFPD-Yorkville-OmniTRAX/IL Railway). The final draft has been submitted to OmniTRAX for review.

XI. Review of Nursery Stock Orders (Trees and Shrubs) for Grant-Funded Projects

Director Guritz presented a Possibility Place Nursery stock quote (trees and shrubs) for fall planting for grant-funded projects.

Commissioner Hendrix made a motion to forward the Possibility Place Nursery quote to Commission for approval. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XII. Aux Sable Springs Park – Property Boundary Encroachment Updates

Director Guritz presented updates on the Aux Sable Springs Park property boundary encroachment. A formal motion will be presented at an upcoming Commission meeting for approval to begin the process for prosecuting the encroachment.

XIII. Review of a Proposal for the Purchase of Trail Markers

Director Guritz presented a proposal for the purchase of trail markers for Hoover Forest Preserve.

Commissioner Flowers made a motion to forward the purchase of trail markers from TAPCO for an amount not-to-exceed \$1,464.00 for 100 trail markers to Commission for approval. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

XIV. Recommendations and Directions for the Ellis House Tent and Associated Program Services

Director Guritz requested recommendations and directions for the Ellis House tent and associated program services.

The Committee of the Whole discussed the associated programs and marketing.

The Committee of the Whole provided direction not to not renew the tent contract for the upcoming year, and to extend a 50% discount off of the contracted use fees to the two wedding clients for FY20. The clients are able to host their events at Ellis, but will need to secure a tent from an outside vendor.

XV. Other Items of Business

Commissioners were invited to attend the KCFPD Volunteer Picnic on Thursday, June 13 at Harris Forest Preserve from 4:30-6:30 pm, and The Conservation Foundation's Annual Spring Luncheon on Tuesday, June 18 from 11:30-2:00 pm. A resolution mirroring action taken by Kendall County changing the minimum employment hours for IMRF participation will be presented for approval at the next Commission meeting.

XVI. Summary of Action Items

Director Guritz provided a summary of action items.

XVII. Public Comments

No public comments were offered from citizens in attendance.

XVIII. Executive Session

Commissioner Prochaska made a motion to enter executive session under 2(c)5 of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Seconded by Commissioner Gryder.

Roll call: Commissioner Cesich, Flowers, Gilmour, Gryder, Prochaska, and Vickers, aye. Opposed, none. Executive Session called to order at 6:15 pm.

Commissioner Prochaska made a motion to adjourn from executive session at 6:27 pm. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

XIX. Adjournment

Commissioner Flowers made a motion to adjourn the meeting. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 6:30 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District