

KENDALL COUNTY FOREST PRESERVE DISTRICT

MEETING AGENDA

TUESDAY, APRIL 5, 2022

6:00 PM

KENDALL COUNTY OFFICE BUILDING - ROOMS 209 & 210

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Public Comments
- *CONSENT AGENDA**
- VII. Approval of Minutes
 - Kendall County Forest Preserve District Commission meeting of March 8, 2022
 - Kendall County Forest Preserve District Committee of the Whole meeting of March 15, 2022
- VIII. *Approval of Claims in the Amount of \$12,341.79
- IX. **MOTION:** Approval of the Destruction of Commission Executive Session Meeting Recordings for the Following Commission Meeting Dates: 9/1/2009; 4/13/2011; 6/15/2011; 9/14/2011; 10/5/2011; 10/12/2011; 1/11/2012; 2/15/2012; 3/14/2012; 7/11/2012; 9/4/2012; 10/16/2012; 11/7/12; 3/7/2013; 4/10/2013; 5/15/2013; 6/12/2013; 8/14/2013; 8/20/2013; 9/3/2013; 9/11/2013; 11/26/2013; 1/7/2014; 1/15/2014; 2/11/2014; 3/12/2014; 9/16/2014; 10/7/2014; 10/21/2014; 11/5/2014; 11/20/2014; 11/24/2014; 1/14/2015; 1/20/2015; 3/3/2015; 5/5/2015; 6/2/2015; 8/4/2015; 9/1/2015; 10/20/2015; 4/19/2016; 10/4/2016; 10/18/2016; 11/1/2016; 12/6/2016; 1/3/2017; 4/18/2017; 6/20/2017; 9/5/2017; 6/5/2018; 7/17/2018; 11/20/2018; 2/19/2019; 4/16/2019; 5/21/2019; 7/2/2019; 8/6/2019; 2/18/2020; 6/2/2020, and 8/4/2020
- X. **MOTION:** Approval of the Destruction of Committee of the Whole Executive Session Meeting Recordings for the Following Committee Meeting Dates: 8/20/2014; 9/10/2014; 11/13/2014; 2/11/2015; 3/11/2015; 4/15/2015; 5/13/2015; 6/10/2015; 8/12/2015; 10/14/2015; 11/10/2015; 1/13/2016; 3/9/2016; 2/15/2017; 9/13/2017; 11/15/2017; 1/10/2018; 7/11/2018; 11/14/2018; 12/12/2018; 4/9/2019; 6/11/2019; 7/9/2019; 8/13/2019, and 06/09/20
- XI. **MOTION:** Approval of the Destruction of Finance and Operations Committee Executive Session Meeting Recordings for the Following Committee Meeting Dates: 7/27/2010; 9/28/2010; 11/23/2010; 3/22/2011; 4/26/2011; 5/24/2011; 6/28/11, and 9/27/2011
- XII. **MOTION:** Approval of the Destruction of Finance Committee Executive Session Meeting Recordings for the Following Committee Meeting Dates: 9/11/2014; 1/15/2015; 2/26/2015; 5/28/2015; 6/11/2015; 8/27/2015; 1/13/2016; 1/26/2017; 3/1/2017; 4/12/2017; 9/13/2017; 9/27/2018, and 2/27/2020
- XIII. **MOTION:** Approval of the Destruction of Programming and Events Committee Executive Session Meeting Recordings for the Following Committee Meeting Dates: 10/7/2015; 6/1/2016, and 1/4/2017
- XIV. **MOTION:** Approval of the Destruction of Operations Committee Executive Session Meeting Recordings for the Following Committee Meeting Dates: 8/1/2018 and 3/4/2020
- OLD BUSINESS**
 - No items posted for consideration*
- NEW BUSINESS**
 - No items posted for consideration*
- XV. Public Comments
- XVI. Executive Session
- XVII. Other Items of Business
- XVIII. Adjournment

(* Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section I.G.2.b.v.a)

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

MARCH 8, 2021

I. Call to Order

President Gilmour called the meeting to order in the Kendall County Office Building – Kendall County Board Rooms 209 and 210 at 4:47 pm.

II. Roll Call

X	Cesich	X	Gryder
X	DeBolt (arrived at 4:59 pm)		Kellogg
X	Flowers	X	Koukol
X	Gengler (arrived at 5:27 pm)	X	Rodriguez
X	Gilmour	X	Vickers

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

Commissioner DeBolt entered the meeting at 4:59 pm.

Commissioner Gengler entered the meeting at 5:27 pm.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the Committee of the Whole meeting agenda as presented. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

IV. Public Comment

No public comments were offered from citizens in attendance.

V. Executive Director's Report

Director Guritz presented highlights from the Executive Director's report.

Antoinette White, Grounds and Natural Resources Division Supervisor, provide updates on Ground Maintenance activities.

VI. Motion to Forward Claims to Commission

Commissioner Cesich made a motion to forward claims to Commission. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

VII. Mack & Associates, PC FY21 Audit Report

Cate Moulton from Mack & Associates presented a review of the Forest Preserve District's FY21 audit report.

A \$76,359 surplus was generated in the District's Operating Fund (Fund 1900) for FY21, with a total fund increase of \$291,491 following the transfer in of \$215,132 from the District's Improvement Fund.

Mack & Associates, PC reported the audit was clean of any significant deficiencies, with management recommendations presented.

VIII. Aurora University Affiliation Agreement for Hosting Student (Intern) Field Experiences

Commissioner DeBolt entered the meeting at 4:47 pm.

Commissioner Cesich made a motion to forward the Aurora University Affiliation Agreement for hosting student field experiences (interns) to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

IX. Proposed General Use Ordinance #18-09-002 Proposed Revisions – Designated Areas, Rules and Special Use Permit Requirements for UAV (Drone) Usage

Antoinette White, Grounds and Natural Resources Division Supervisor, presented designated areas for UAV (drone) usage.

The Committee of the Whole discussed the proposed changes to the General Use Ordinance #18-09-002. The proposed changes will be sent to the Kendall County State's Attorney's Office for final review for compliance with local, State and federal laws.

X. Other Items of Business

- Rt. 71 Trail – Cost Share Proposal Updates
- Kendall Excavating Sewer Line Reconnection (Meadowhawk Lodge) Report
- Proposal for Concrete Sidewalk Installation and Replacement Projects – Hoover Forest Preserve

The Committee of the Whole discussed responses received from the municipalities to the proposed cost share updates for the Rt. 71 trail. Both municipalities indicated that they would assume trail maintenance costs for trail portions annexed along the corridor in the future.

Director Guritz provided updates on the other items of business. Meadowhawk Lodge sewer line reconnection work has been completed. Proposals will be gathered for sidewalk installation and

replacement projects. Director Guritz is following up with Wight and Company to determine which contractor failed to reconnect the Lodge sewer line.

Commissioner Gengler entered the meeting at 5:27 pm.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Summary of Action Items

Director Guritz provided a summary of action items.

XIV. Adjournment

Commissioner Gengler made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

Meeting adjourned at 6:01 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

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

MARCH 8, 2021

I. Call to Order

President Gilmour called the meeting to order in the Kendall County Office Building – Kendall County Board Rooms 209 and 210 at 4:47 pm.

II. Roll Call

X	Cesich	X	Gryder
X	DeBolt (arrived at 4:59 pm)		Kellogg
X	Flowers	X	Koukol
X	Gengler (arrived at 5:27 pm)	X	Rodriguez
X	Gilmour	X	Vickers

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

Commissioner DeBolt entered the meeting at 4:59 pm.

Commissioner Gengler entered the meeting at 5:27 pm.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the Committee of the Whole meeting agenda as presented. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

IV. Public Comment

No public comments were offered from citizens in attendance.

V. Executive Director's Report

Director Guritz presented highlights from the Executive Director's report.

Antoinette White, Grounds and Natural Resources Division Supervisor, provide updates on Ground Maintenance activities.

VI. Motion to Forward Claims to Commission

Commissioner Cesich made a motion to forward claims to Commission. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

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Commissioner Cesich made a motion to forward the Aurora University Affiliation Agreement for hosting student field experiences (interns) to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

IX. Proposed General Use Ordinance #18-09-002 Proposed Revisions – Designated Areas, Rules and Special Use Permit Requirements for UAV (Drone) Usage

Antoinette White, Grounds and Natural Resources Division Supervisor, presented designated areas for UAV (drone) usage.

The Committee of the Whole discussed the proposed changes to the General Use Ordinance #18-09-002. The proposed changes will be sent to the Kendall County State's Attorney's Office for final review for compliance with local, State and federal laws.

X. Other Items of Business

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replacement projects. Director Guritz is following up with Wight and Company to determine which contractor failed to reconnect the Lodge sewer line.

Commissioner Gengler entered the meeting at 5:27 pm.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Summary of Action Items

Director Guritz provided a summary of action items.

XIV. Adjournment

Commissioner Gengler made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

Meeting adjourned at 6:01 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
MARCH 15, 2022**

I. Call to Order

President Gilmour called the meeting to order at 10:17 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 Kendall County Board meeting.

III. Invocation

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

IV. Roll Call

X	Cesich	X	Gryder
X	DeBolt	X	Kellogg (arrived at 10:30 am)
	Flowers	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers (arrived at 10:19 am)

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

Commissioner Vickers entered the meeting at 10:19 am.

Commissioner Kellogg entered the meeting at 10:30 am.

V. Approval of Agenda

The Board of Commissioners proceeded with the meeting agenda as presented.

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 February 24, 2022
- Kendall County Forest Preserve District Commission Meeting of March 1, 2022
- Kendall County Forest Preserve District Operations Committee Meeting of March 2, 2022

VIII. Approval of Claims in the Amount of \$30,901.53

IX. MOTION: Approval of Affiliation Agreement #22-03-001 between the Kendall County Forest Preserve District and Aurora University to Provide Field Experience Opportunities for Selected Student Interns

X. MOTION: Approval of Committee of the Whole Executive Session Minutes, with Determination to Retain the Confidentiality of all Executive Session Minutes Presented for the Following Committee Meeting Dates: 1/13/2016; 3/9/2016; 7/13/2016; 9/14/2016; 2/15/2017; 9/13/2017; 11/15/2017; 1/10/2018; 7/11/2018; 11/14/2018; 12/12/2018; 4/9/2019; 6/11/2019; 7/9/2019; 8/13/2019; 6/09/20; 10/13/2020; 3/10/2020; 6/9/2020; 1/12/2021; 3/9/2021, and 10/12/2021

XI. MOTION: Approval of Operating Committee Executive Session Minutes, with Determination to Retain the Confidentiality of all Executive Session Minutes Presented for the Following Committee Meeting Dates: 8/1/2018; 3/4/2020, and 1/6/2021

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

Commissioner Vickers entered the meeting at 10:19 am.

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

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

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

XII. MOTION: Acceptance of the Mack & Associates, PC Audit Report for the Kendall County Forest Preserve District for Fiscal Year 2021

Commissioner Cesich made a motion to approve the acceptance of the Mack & Associates, PC Audit Report for the Kendall County Forest Preserve District for Fiscal Year 2021. Seconded by Commissioner DeBolt.

The Board of Commissioners discussed the District’s successful FY21 financial gains and audit report.

Commissioner Kellogg entered the meeting at 10:30 am.

Motion: Commissioner Cesich
Second: Commissioner DeBolt

Roll call: FY21 Audit Report

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

Motion unanimously approved.

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

XIII. Public Comments

No public comments were offered from citizens present.

XIV. Executive Session

None.

XV. Other Items of Business

Commission discussed possible cost share assistance for the maintenance of the proposed Rt. 71 trail between Rt. 126 and Orchard Road.

XVI. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 10:51 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

Claims Listing

3/23/2022 11:21:40 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount	
Ellis Barn	51	SYNCB/AMAZON	1JFT=QJ64-3WJY	Ellis Barn Aisle Guard	19001161	68580 Grounds and Maintenance	\$49.95	
	1060	JOHN DEERE FINANCIAL	62544	Ellis Manure forks	19001161	68580 Grounds and Maintenance	\$59.97	
	1323	MENARDS	37599	Ellis Barn-Toilet Paper. plumber putty, batteries	19001161	68580 Grounds and Maintenance	\$109.70	
						Sub-Total	\$219.62	
Ellis Barn							Total	\$219.62
Ellis Grounds	51	SYNCB/AMAZON	14R4-DQMV-MFGP	Amazon Ellis Vehicle Signs	19001162	68580 Grounds and Maintenance	\$91.80	
	236	CENTRAL LIMESTONE CO INC	42757	Gravel delivery-Ellis	19001162	68580 Grounds and Maintenance	\$192.42	
	1323	MENARDS	37428	Menards-Ellis Treated wood	19001162	68580 Grounds and Maintenance	\$91.98	
						Sub-Total	\$376.20	
Ellis Grounds							Total	\$376.20
Ellis House	1152	KENDALL PLUMBING & HEATING	22033013	Ellis Boiler and Furnace check	19001160	68580 Grounds and Maintenance	\$214.00	

Ellis House	1323	MENARDS	36698	Menards-Light bulbs for Ellis House	19001160 68580	Grounds and Maintenance	\$20.97
						Sub-Total	\$234.97
					Ellis House	Total	\$234.97
Environ. Educ. Laws of Nature	51	SYNCB/AMAZON	1LCK-9NMQ-GWTC	Laws Museum-Animal Habitat supplies-snake	19001180 63030	Program Supplies	\$61.98
						Sub-Total	\$61.98
					Environ. Educ. Laws of Nature	Total	\$61.98
Forest Preserve Director	51	SYNCB/AMAZON	147W-GQXM-CY64	Staff uniforms, file folders, wind gauge	190011 62000	Office Supplies	\$10.60
	1020	ILLINOIS STATE POLICE SERVICES FUND	MS11065580331 22	Background check fees	190011 62000	Office Supplies	\$20.00
						Sub-Total	\$30.60
	2170	ANTOINETTE WHITE	105488	Reimbursement for Operator License Fee	190011 62040	Conferences	\$45.00
						Sub-Total	\$45.00
	3570	ENVIRONMENTAL EDUCATION ASSOCIATION OF ILLINOIS	00543	EEAI Sponsorship-\$100 & Tanager Exhibit fees-\$150	190011 68540	Contributions	\$250.00
						Sub-Total	\$250.00
					Forest Preserve Director	Total	\$325.60

Grounds and Natural Resources

51	SYNCB/AMAZON	1WQY-1376-WKH4	Amazon Ellis Vehicle Mirror	19001183	62160	Equipment	\$79.99
90	ATLAS BOBCAT	BW4186	Bobcat Repairs-horn, alarm, filter	19001183	62160	Equipment	\$178.40
90	ATLAS BOBCAT	BW4206	Filter for Bobcat	19001183	62160	Equipment	\$11.32
107	AUTOMOTIVE SPECIALTIES INC	F350 Catalytic Conv	F350 Catalytic Converter Repairs	19001183	62160	Equipment	\$1,461.50
107	AUTOMOTIVE SPECIALTIES INC	Ford F350 A/C Work	F350 Repairs	19001183	62160	Equipment	\$1,400.50
413	DEKANE EQUIPMENT CORP	IA2269	Filter, Cartridge replacement	19001183	62160	Equipment	\$78.66
						Sub-Total	\$3,210.37
678	GRAINCO FS, INC.	B0000419334	Fuel for Hoover	19001183	62180	Gasoline / Fuel / Oil	\$2,008.28
						Sub-Total	\$2,008.28
51	SYNCB/AMAZON	133K-XLKW-QCYG	Amazon Grounds uniforms	19001183	62400	Uniforms / Clothing	\$49.39
51	SYNCB/AMAZON	147W-GQXM-CY64	Staff uniforms, file folders, wind gauge	19001183	62400	Uniforms / Clothing	\$74.02
51	SYNCB/AMAZON	1YDC-9QMT-6NQR	Amazon Grounds Uniforms	19001183	62400	Uniforms / Clothing	\$65.78
487	DUY'S SHOES	20049057	Grounds Staff Uniform Embroidery	19001183	62400	Uniforms / Clothing	\$90.00
						Sub-Total	\$279.19
1452	NICOR	85662610121033122	Nicor Millbrook South	19001183	63090	Natural Gas	\$160.78
1452	NICOR	87946110001033122	Nicor Harris	19001183	63090	Natural Gas	\$345.49
						Sub-Total	\$506.27

Hoover	1452	NICOR	72389374124033 122	Nicor Hoover Residence	19001171 63090	Natural Gas	\$95.40
	1452	NICOR	88551401149033 122	Nicor Hoover Maintenance	19001171 63090	Natural Gas	\$216.09
						Sub-Total	\$1,174.55
	2047	COMED	07560810170331 22	ComEd Hoover Bathhouse	19001171 63100	Electric	\$472.75
	2047	COMED	07936730150331 22	ComEd Hoover Multiple	19001171 63100	Electric	\$1,367.69
						Sub-Total	\$1,840.44
					Hoover	Total	\$3,322.49
Pickerill - Pigott	2047	COMED	93615480110331 22	ComEd Pickerill House	19001184 63100	Electric	\$1,506.99
						Sub-Total	\$1,506.99
					Pickerill - Pigott	Total	\$1,506.99
						Grand Total	\$12,341.79