

**KENDALL COUNTY FOREST PRESERVE DISTRICT
FINANCE COMMITTEE MEETING MINUTES**

MAY 26, 2022

I. Call to Order

Chairman Gengler called the meeting to order at 4:02 pm in the Kendall County Administration Building, Kendall County Board Meeting Rooms 209 and 210.

II. Roll Call

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

Commissioners DeBolt, Gilmour, Kellogg, Vickers, and Gengler were all present.

Commissioner Kellogg left the meeting room at 4:32 pm and returned at 4:36 pm.

III. Approval of Agenda

Commissioner DeBolt made a motion to approve the meeting agenda as presented. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

IV. Public Comments

No public comments were offered from citizens present.

V. Motion to Forward Claims to Commission for Approval

Commissioner Vickers made a motion to forward claims to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

VI. Review of Financial Statements through April 30, 2022

Director Guritz presented an overview on the financial statements through April 30, 2022.

VII. Pickerill-Pigott Estate House Construction Project Management

a) Pre-Construction Phase Activities Progress Report

b) Discussion of Donating Contractor Outreach and Pre-Construction Phase Activities

c) Pre-Construction Phase Supply and Equipment Purchases

Director Guritz presented an updates on the Pickerill-Pigott Estate House construction project pre-bid construction activities.

The Finance Committee discussed the the schedule for contractor volunteer donations and material purchases needed to complete pre-construction project scopes.

VIII. Grounds Maintenance Staff – Proposed Market Salary Increase

Antoinette White, Grounds and Natural Resources Division Supervisor, presented a proposed market salary adjustment for the 3 full-time Grounds Maintenance workers.

The Finance Committee recommended an 8% salary increase now, with only a possibility of a second salary increase on December 1 to keep up with market and inflation.

Commissioner Kellogg made a motion to forward an 8% annualized salary increase for full-time Grounds Maintenance Workers, Jared Anderson, Brandon Beerup, and Doug Neill, to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

IX. Maramech Entry Gate Replacement Proposal and IPMG Insurance Payment

Director Guritz presented a proposal for the replacement of the Maramech entry gate to be afforded by an IPMG insurance disbursement.

Commissioner DeBolt made a motion to forward the proposal for the Maramech entry gate replacement to Commission for approval. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

Commissioner Kellogg left the meeting room at 4:32 pm.

X. District Equipment Auction Recommendations

Commissioner Gilmour made a motion to forward the proposal to auction the 2 District mowers to Commission for approval. Seconded by Commissioner Vickers.

Antoinette White, Grounds and Natural Resources Division Supervisor, presented a proposal to auction two well-worn District mowers on Govdeals.com.

Aye, all. Opposed, none.

Commissioner Kellogg returned to the meeting room at 4:36 pm.

XI. Other Items of Business

- a) **Groot Inc. Overpayment Credit**
- b) **T-Mobile Service Transition Progress (Phones and Wireless Internet)**
- c) **Rt. 71 Trail – Intergovernmental Agreement; IDOT Letter of Agreement – Timeframes for Approval**
- d) **Little Rock Creek Dam Removal – Res, Inc, - Kendall County Fox River Watershed Escrow Account**

Director Guritz presented an update on the Groot Inc. overpayment for dumpster service. The District has not received the requested refund at this point.

Director Guritz presented an update on changing the District's cellular service provider to T-Mobile.

Commissioner Gilmour made a motion to forward the IDOT Letter of Agreement to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

Director Guritz discussed the Little Rock Creek Dam removal project with potential funding from the Kendall County Fox River Stormwater Impact escrow account.

The Finance Committee discussed increasing the Executive Director’s goods and services expense limit, and recommended further discussion with Committee of the Whole.

XII. Public Comments

No public comments were offered from citizens in attendance.

XIII. Executive Session

None.

XIV. Adjournment

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

Aye, all. Opposed, none.

Meeting adjourned at 4:58 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District