

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMITTEE of the WHOLE MEETING MINUTES**

**JUNE 14, 2022**

**I. Call to Order**

President Gilmour called the meeting to order at 4:31 pm in the Kendall County Office Building – Second Floor County Board Meeting Rooms 209 and 210.

**II. Roll Call**

X	Cesich	X	Gryder (entered meeting at 4:37 pm)
X	DeBolt (entered meeting at 4:35 pm)	X	Kellogg
	Flowers	X	Koukol
X	Gengler	X	Rodriguez
	Gilmour	X	Vickers

Commissioners Cesich, Kellogg, Koukol, Rodriguez, Vickers, and Gengler, were all present.

Commissioner DeBolt entered the meeting at 4:35 pm.

Commissioner Gryder entered the meeting at 4:37 pm.

**III. Approval of Agenda**

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

**IV. Public Comments**

No public comments were offered from citizens in attendance.

**V. Executive Director's Report**

Director Guritz provided updates on the Pickerill estate house project, and the RT 71 multi-use trail agreements.

Antoinette White, Grounds and Natural Resources Division Supervisor, provided an update on seasonal grounds and preserve improvement projects.

Commissioner DeBolt entered the meeting at 4:35 pm.

**VI. Motion to Forward Claims to Commission**

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

## **VII. OLD BUSINESS**

### **a. Pickerill-Pigott Estate House Pre-Construction Projects Updates**

- 1. Pre-Construction Projects Progress Report**
- 2. Volunteer Project Agreements (RJ Kuhn, Garbe Iron Works, Dry County Excavation, Inc.)**
- 3. Septic System Design and Permitting Updates**

Director Guritz provided a summary of the current pre-construction activities at the Pickerill estate house, including plans for ordering materials needed to complete the full scope of pre-construction projects including rebar, concrete, and CA-6 stone. The Committee of the Whole discussed the anticipation for pre-construction supply purchases from suppliers to fall well below the \$30,000 competitive bidding threshold.

The Committee of the Whole discussed the proposed donations and scheduling of work.

Commissioner Gryder entered the meeting at 4:37 pm.

### **b. Executive Director Goods and Services Purchasing Authority – Proposed Policy Amendment**

Commissioner Koukol made a motion to forward the policy amendment setting the Executive Director's maximum purchasing authority for goods and services to Commission for approval with a recommendation to increase the single purchase limit to \$10,000. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

## **VIII. NEW BUSINESS**

### **a) Proposed Land Acquisition Discussion – Baker Woods 37-acre Addition – Aux Sable Creek Parcel #09-15-300-022**

The Committee of the Whole discussed the proposed land acquisition of parcel #09-15-300-022, a 37-acre addition to Baker Woods. Direction was given to extend an invitation to The Conservation Foundation to present updates to the Board of Commissioners, and to revisit the proposed acquisition once the District has a better handle on capital projects currently underway.

### **b) District Facility Rental Permit Agreements – Discussion of General Terms and Conditions and Special Event Insurance Requirements**

The Committee of the Whole discussed the updated terms and conditions and special event insurance requirements for District facilities. The Committee of the Whole provided direction to remove the special event insurance requirements from all proposed facility rental general terms and conditions.

Commissioner Kellogg made a motion to forward the District facility rental permit general terms and conditions, omitting the special event insurance requirements, to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

**c) Resolution #22-06-001: Amendment of the General Use Ordinance #02-01 – Proposed Revisions for UAV Designated Areas and Permitting**

Commissioner Cesich made a motion to forward Resolution #22-06-001 amending General Use Ordinance #02-01 to allow for Unmanned Aerial Vehicles (UAV's) within designated use areas under the terms of a special use permit to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

**d) Grainco FS Pre-Paid Propane Contract Proposal**

The Committee of the Whole provided direction to request a second year of fixed pricing from GRAINCO FS.

Commissioner Kellogg made a motion to forward the Grainco FS pre-paid propane contract proposal to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

**e) Ellis Window Replacements Proposal – Big Ben Builders**

Commissioner Kellogg made a motion to forward the proposal from Big Ben Builders of Yorkville, Illinois for Ellis window replacements to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

**XVIII. Other Items of Business**

**a. Hoover Nature Play Space Improvement Project – Forest Foundation of Kendall County**

Commissioner Kellogg made a motion to forward the Forest Foundation's request to complete a Hoover Nature Play Space improvement project (Bears Playground – Ponderosa Play Structure) to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

**b. D. Construction Asphalt Paving Contract – Updated Timeframe for Completion**

Director Guritz reported that D. Construction had addressed all contract punch list items, with payment to be put forward in the next claims run.

**c. Proposed Regular Meeting Cancellations: July 5, 2022 Commission and July 6, 2022 Operations Meetings**

Commissioner Kellogg made a motion to forward the cancellations of the regular July 5, 2022 Commission meeting and July 6, 2022 Operations Committee meeting to Commission for approval. Seconded by Commissioner Cesich.

Roll call: Commissioner Cesich, DeBolt, Gengler, Gryder, Kellogg, Rodriguez, and Vickers, aye. Opposed, Commissioner Koukol. Motion carried by a vote of 7:1.

**XIX. Public Comments**

No public comments were offered from citizens in attendance.

**XX. Executive Session**

None.

**XXI. Summary of Action Items**

Director Guritz provided a summary of action items to be presented to Commission for approval.

**XXII. Adjournment**

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 5:47 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District