

KENDALL COUNTY FOREST PRESERVE DISTRICT
MEETING AGENDA
TUESDAY, JANUARY 3, 2023
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
- VII. **(1) CONSENT AGENDA**
 - A. Approval of Minutes
 - Kendall County Forest Preserve District Commission Meeting of December 20, 2022
 - Kendall County Forest Preserve District Finance Committee Meeting of December 29, 2022
 - B. ⁽¹⁾ Approval of Claims in the Amount of \$7,941.06
- VIII. **OLD BUSINESS**

No items posted for consideration.
- IX. **NEW BUSINESS**

No items posted for consideration.
- X. Public Comments
- XI. Executive Session
- XII. **OTHER ITEMS OF BUSINESS**

No items posted for consideration.
- XIII. Adjournment

(1) Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section I.G.3.b.v.a)

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

Kendall County Forest Preserve District 2022-2024 Board of Commissioners and Committees

Brian DeBolt, President**

bdebolt@kendallcountyil.gov

Ruben Rodriguez, Vice President*

rrodriguez@kendallcountyil.gov

Seth Wormley, Secretary**

swormley@kendallcountyil.gov

District 1

Scott Gengler*

sgengler@kendallcountyil.gov

Jason Peterson**

jpeterson@kendallcountyil.gov

District 2

Zach Bachmann*

zbachman@kendallcountyil.gov

Elizabeth Flowers*

eflowers@kendallcountyil.gov

Matt Kellogg**

mkellogg@kendallcountyil.gov

Dan Koukol*

dkoukol@kendallcountyil.gov

Brooke Shanley**

bshanley@kendallcountyil.gov

*KCFPD Operations Committee Members (Dan Koukol, Chair; Ruben Rodriguez, Vice-Chair)

**KCFPD Finance Committee Members (Seth Wormley, Chair; Jason Peterson, Vice-Chair)

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
DECEMBER 20, 2022**

I. Call to Order

President DeBolt called the meeting to order at 10:19 am in the Kendall County Office Building - Second Floor Board Meeting Rooms 209 and 210.

II. Pledge of Allegiance

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

III. Invocation

An invocation was offered by Commissioner Gengler at the start of the Kendall County Board Meeting.

IV. Roll Call

	Bachmann	X	Koukol
X	DeBolt	X	Peterson
X	Flowers	X	Rodriguez
X	Gengler	X	Shanley
X	Kellogg	X	Wormley

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley were all present.

V. Approval of Agenda

Commissioner Peterson made a motion to approve the agenda as presented. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

VI. Public Comment

No public comments were offered from citizens in attendance.

VII. CONSENT AGENDA

A. Approval of Minutes

- Kendall County Forest Preserve District Commission Meeting of November 15, 2022
- Kendall County Forest Preserve District Committee of the Whole Meeting of December 13, 2022

B. *Approval of Claims (Claims Run 113022F) in the Amount of \$304,851.11

C. *Approval of Claim (Claims Run 121522F) in the Amount of \$275,979.68

D. MOTION: Approval of a 1-Year Reciprocal Access and Designated Trail License Agreement at Millington Forest Preserve and Brighter Daze Farm between the Kendall County Forest Preserve District and Robert Bright, as Trustee of the Madison Trust and Castle Bank, N/A

E. MOTION: Approval of the President’s Appointment of Commissioner Wormley as Secretary of the Kendall County Forest Preserve District, Kendall County, Illinois

Commissioner Peterson made a motion to approve the Consent Agenda as presented. Seconded by Commissioner Gengler.

Motion: Commissioner Peterson
 Second: Commissioner Gengler

Roll call: Consent Agenda

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez	X	
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley, aye. Opposed, none. Motion unanimously approved.

VIII. OLD BUSINESS

No items posted for consideration.

IX. NEW BUSINESS

A. MOTION: Approval of the President’s Appointment of Commissioners DeBolt, Kellogg, Peterson, Shanley, and Wormley to the District’s Finance Committee for a 2-Year Term

Commissioner Shanley made a motion to approve the President’s Appointment of Commissioners DeBolt, Kellogg, Peterson, Shanley, and Wormley to the District’s Finance Committee for a 2-Year Term. Seconded by Commissioner Rodriguez.

Motion: Commissioner Shanley
 Second: Commissioner Rodriguez

Roll call: Finance Committee Appointments

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez	X	
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

DRAFT FOR COMMISSION APPROVAL: 1-03-2023

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley, aye. Opposed, none. Motion unanimously approved.

B. MOTION: Approval of the President’s Appointment of Commissioner Wormley as Chair of the District’s Finance Committee for a 2-Year Term

Commissioner Kellogg made a motion to approve the President’s Appointment of Commissioner Wormley as Chair of the District’s Finance Committee for a 2-Year Term. Seconded by Commissioner Shanley.

Motion: Commissioner Kellogg
 Second: Commissioner Shanley

Roll call: Finance Committee Chair Appointment

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez	X	
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley, aye. Opposed, none. Motion unanimously approved.

C. MOTION: Approval of the President’s Appointment of Commissioners Bachmann, Flowers, Gengler, Koukol, and Rodriguez to the District’s Operations Committee for a 2-Year Term

Commissioner Shanley made a motion to approve the President’s Appointment of Commissioners Bachmann, Flowers, Gengler, Koukol, and Rodriguez to the District’s Operations Committee for a 2-Year Term. Seconded by Commissioner Wormley.

Motion: Commissioner Shanley
 Second: Commissioner Wormley

Roll call: Operation Committee Appointments

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez	X	
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley, aye. Opposed, none. Motion unanimously approved.

D. MOTION: Approval of the President’s Appointment of Commissioner Koukol as Chair of the District’s Operations Committee for a 2-Year Term

Commissioner Flowers made a motion to approve the President’s Appointment of Commissioner Koukol as Chair of the District’s Operations Committee for a 2-Year Term. Seconded by Commissioner Kellogg.

Motion: Commissioner Flowers
Second: Commissioner Kellogg

Roll call: Operation Committee Chair Appointment

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez	X	
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners DeBolt, Flowers, Gengler, Kellogg, Koukol, Peterson, Rodriguez, Shanley, and Wormley, aye. Opposed, none. Motion unanimously approved.

X. Public Comments

No public comments were offered from citizens in attendance.

XI. Executive Session

None.

XII. Other Items of Business

No other items of business.

XIII. Adjournment

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Meeting adjourned at 11:39 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

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

DECEMBER 29, 2022

I. Call to Order

Chairman Wormley called the meeting to order at 4:01 pm in the Kendall County Administration Building, Rooms 209 and 210.

II. Roll Call

	Bachmann		Koukol
X	DeBolt		Peterson
	Flowers		Rodriguez
	Gengler	X	Shanley
	Kellogg	X	Wormley

Commissioners DeBolt, Shanley, and Wormley were all present.

III. Approval of Agenda

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

VI. Review of Preliminary End-of-Year Financial Statements through November 30, 2022

Acting Director White presented an overview preliminary end-of-year financial statements through November 30, 2022.

VII. Accrual Entries Summary Report (Preliminary)

Acting Director White presented a review of accrual entries summary report.

VIII. *MOTION: Approval of the Finance Chair's Appointment of Jason Peterson as Vice-Chair of the Finance Committee

Commissioner Shanley made a motion to approve the Finance Chair's Appointment of Jason Peterson as Vice-Chair of the Finance Committee. Secodned by Commissioner DeBolt. Aye, all. Opposed, none.

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

A. Review of a Preliminary Draft of the Updated Three-Year Capital Plan (FY22 – FY24)

Acting Director White presented a review of a preliminary draft of the three-year Capital plan.

B. Speer Financial Report – KCFPD Remaining Debt Service and LTGO Bonding Authority

Acting Director White presented a review of the Speer financial report of the KCFPD remaining Debt Service and LTGO Bonding Authority.

C. 2023 Farm License Agreements Summary Spreadsheet Review

Finance Committee discussed the 2023 Farm License agreements.

D. Pickerill-Pigott Estate House – Construction Updates

I. Construction Project Updates – 12/22 Field Report

II. Review of Pay Request #3

III. Change Order Updates (Change Order #4 (Pending) – HVAC Electric Service Line)

IV. Remote Monitoring System Proposal Review

Acting Director White presented an overview of the Pickerill-Pigott Estate House construction updates.

Commissioner DeBolt made a motion to forward Pay Request #3 to Committee of the Whole. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

IX. Other Items of Business

No other items of business.

X. Public Comments

No public in attendance offered comment.

XI. Executive Session

Commissioner Shanley made a motion to enter executive session at 5:06 pm under 2(c)21 for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner DeBolt. Aye, Commissioner DeBolt, Shanley, and Wormley. Opposed, none.

Commissioner DeBolt made a motion to adjourn executive session at 5:18 pm. Seconded by Commissioner Wormley. Aye, all. Opposed, none.

XII. Adjournment

Commissioner Shanley made a motion to adjourn. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

Meeting adjourned at 5:20 pm.

DRAFT FOR COMMISSION APPROVAL: 1-03-2023

Respectfully submitted,

Antoinette White

Acting Director, Kendall County Forest Preserve District

Claims Listing

12/28/2022 2:56:31 PM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
County Board	3582	DEBBIE OLSON	22-00328	HC Meeting Room Sec Dep Refund	140325 66500	Miscellaneous Expense	\$100.00
						Sub-Total	\$100.00
					County Board	Total	\$100.00
Ellis Barn	21	ADS, INC	147996123122	Alarm Services at Ellis	19001161 68580	Grounds and Maintenance	\$157.50
						Sub-Total	\$157.50
					Ellis Barn	Total	\$157.50
Ellis House	2047	COMED	9361548011231 22	ComEd Ellis	19001160 62270	Utilities	\$851.02
						Sub-Total	\$851.02
Ellis Riding Lessons	21	ADS, INC	147996123122	Alarm Services at Ellis	19001160 68580	Grounds and Maintenance	\$157.50
						Sub-Total	\$157.50
					Ellis House	Total	\$1,008.52
Ellis Riding Lessons	2057	MATTHEW CAVINESS	12022419	Shoes and trim-Ellis House	19001164 63020	Vet & Farrier	\$390.00
						Sub-Total	\$390.00
					Ellis Riding Lessons	Total	\$390.00

Environmental Educ. Natri Beg.	51	SYNCB/AMAZON	1H9R-6G67-4GT9	Books for NB	19001178	63030	Program Supplies	\$67.75
							<i>Sub-Total</i>	\$67.75
					Environmental Educ. Natri Beg.		Total	\$67.75
Forest Preserve Director	51	SYNCB/AMAZON	16XV-HN4N-47KL	Desk Protector, Bankers boxes	190011	62000	Office Supplies	\$60.97
							<i>Sub-Total</i>	\$60.97
	67	AMEREN ILLINOIS	2786444006123122	Millbrook S Electric	190011	63510	Electric	\$51.70
	2047	COMED	936157800012312022	ComEd Baker Woods	190011	63510	Electric	\$18.67
							<i>Sub-Total</i>	\$70.37
	51	SYNCB/AMAZON	113-4476957-9961015	Herbicide Storage Containers	191411	68530	Preserve Improvements	\$124.86
	1823	ULINE	80448599	Herbicide Storage and safety materials	191411	68530	Preserve Improvements	\$1,198.48
							<i>Sub-Total</i>	\$1,323.34
					Forest Preserve Director		Total	\$1,454.68
Grounds and Natural Resources	413	DEKANE EQUIPMENT CORP	IA87643	Washer	19001183	62160	Equipment	\$53.24
	556	FLATSO'S TIRE SHOP	26165	Skid Steer Tubes	19001183	62160	Equipment	\$40.00

1452	NICOR	28235299733123 122	Nicor Moonseed	19001171	63090	Natural Gas	\$160.98
1452	NICOR	30831034894123 122	Nicor Kingfisher	19001171	63090	Natural Gas	\$188.80
1452	NICOR	50980197128123 122	Nicor MEadowhawk	19001171	63090	Natural Gas	\$60.12
1452	NICOR	72389374124123 122	Nicor Hoover Residence	19001171	63090	Natural Gas	\$85.67
1452	NICOR	88551401149123 122	Nicor Hoover Maintenance	19001171	63090	Natural Gas	\$106.26
						Sub-Total	\$1,032.62
1820	UNIQUE PRODUCTS & SERVICE	441944-1	Liners, Dog bags	19001171	63110	Shop Supplies	\$251.00
						Sub-Total	\$251.00
51	SYNCB/AMAZON	16KQ-XTX4- 1YDY	Hoover Throw line equipment	19001171	68580	Grounds and Maintenance	\$47.95
						Sub-Total	\$47.95
				Hoover		Total	\$1,731.57
						Grand Total	\$7,941.06