

**KENDALL COUNTY FOREST PRESERVE DISTRICT**

**MEETING AGENDA**

**TUESDAY, DECEMBER 5, 2023**

**6:00 PM**

**KENDALL COUNTY OFFICE BUILDING - ROOMS 209 & 210**

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call:  
Brian DeBolt (President), Ruben Rodriguez (Vice President), Seth Wormley (Secretary), Scott Gengler, Jason Peterson, Zach Bachmann, Elizabeth Flowers, Matt Kellogg, Dan Koukol, and Brooke Shanley
- V. Approval of Agenda
- VI. Public Comments
- VII. <sup>(1)</sup> **CONSENT AGENDA**
  - A. Approval of Minutes
    - Kendall County Forest Preserve District Commission Meeting of November 21, 2023
  - B. <sup>(1)</sup> Approval of Claims in the Amount of \$21,671.03
- VIII. **OLD BUSINESS**  
*No items posted for consideration.*
- IX. **NEW BUSINESS**  
*No items posted for consideration.*
- X. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)
- XI. Public Comments
- XII. Executive Session
- XIII. **OTHER ITEMS OF BUSINESS**  
*No items posted for consideration.*
- XIV. 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  
COMMISSION MEETING MINUTES  
NOVEMBER 21, 2023**

**I. Call to Order**

President DeBolt called the meeting to order at 9:44 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 start of the Kendall County Board Meeting.

**III. Invocation**

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

**IV. Roll Call**

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

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

**V. Approval of Agenda**

Commissioner Shanley 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 Operations Committee Meeting of November 1, 2023
- Kendall County Forest Preserve District Commission Meeting of November 7, 2023
- Kendall County Forest Preserve District Committee of the Whole Meeting of November 14, 2023

**B. Approval of Claims in the Amount of \$107,648.69**

**C. MOTION:** Approval of the Proposed Addendum (Capital Projects Budget Exhibit) to the Intergovernmental Agreement between Kendall County and Kendall County Forest Preserve District (09/07/2021) for Disbursement of American Rescue Plan Act Funds

- D. ORDINANCE #23-11-001: Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2023 and Ending November 30, 2024 in the Amount of \$759,981.00
- E. ORDINANCE #23-11-002: Approval of the Combined Annual Budget and Appropriations Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2023 and Ending November 30, 2024 for an Amount Not-to-Exceed \$11,745,626.00
- F. MOTION: Approval of the FY24 Salary and Benefits Schedule for December 1, 2023 through November 30, 2024, Including an Aggregate Sum for Scheduled Increases in the Amount of \$66,444.47
- G. MOTION: Approval of the Kendall County Forest Preserve District FY24 Organizational Chart
- H. MOTION: Approval of Revised Position Descriptions (1. Executive Advisor; 2. Acting Executive Director; 3. Environmental Education and Outreach Division Manager, and 4. Grounds and Natural Resources Division Manager)
- I. MOTION: Approval of a Transfer of \$289,292.00 from the 2003/2012 Debt Service Fund (Fund 1902) to the 2007
- J. 15/16/17 Debt Service Fund (Fund 1903)
- K. MOTION: Approval of a Transfer of \$243,519.00 from the 2003/2012 Debt Service Fund (Fund 1902) to the Capital Fund (Fund 1907)
- L. MOTION: Approval of a Transfer of \$80,000.00 from the General Fund (Fund 1900) to the Capital Fund (Fund 1907)
- M. MOTION: Approval of the Kendall County Forest Preserve District CY2024 Annual Meetings and Holiday Schedule

Commissioner Shanley made a motion to approve the Consent Agenda. Seconded by Commissioner Bachmann.

Motion: Commissioner Shanley					
Second: Commissioner Bachmann					
<b>Roll call: Consent Agenda</b>					
<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Bachmann	X		Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez		
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	
Motion unanimously approved.					

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

**VIII. OLD BUSINESS**

*No items posted for consideration.*

**IX. NEW BUSINESS**

*No items posted for consideration.*

**X. Committee Chairman Reports: Commissioners Wormley (Finance) and Koukol (Operations)**

Finance Chair Wormley reported no new updates

Operations Chair Koukol reported no new updates.

**XI. Public Comments**

No public comments were offered from citizens in attendance.

**XII. Executive Session**

Commissioner Kellogg made a motion to enter executive session under 2(c)1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Seconded by Commissioner Gengler.

Motion: Commissioner Shanley  
Second: Commissioner Bachmann

**Roll call: Executive Session – 2(c)1**

<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Bachmann	X		Koukol	X	
DeBolt	X		Peterson	X	
Flowers	X		Rodriguez		
Gengler	X		Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners Bachmann, Flowers, Gengler, Kellogg, Koukol, Peterson, Shanley, Wormley and DeBolt. Opposed, none. Executive session called to order at 9:48 am.

Commissioner Kellogg made a motion to adjourn executive session. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

Regular meeting reconvened at 10:02 am.

**XIII. Other Items of Business**

*No items posted for consideration.*

**XIV. Adjournment**

Commissioner Wormley made a motion to adjourn. Seconded by Commissioner Koukol. Aye, all. Opposed, none. Meeting adjourned at 10:03 am.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

# Claims Listing

11/28/2023 9:59:32 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	2047	COMED	93615480111130 23	FY23-ComEd Ellis House/Barn	19001161 62270	Utilities	\$737.69
						<b>Sub-Total</b>	<b>\$737.69</b>
					<b>Ellis Barn</b>	<b>Total</b>	<b>\$737.69</b>
Ellis Grounds	51	SYNCB/AMAZON	1D9C-NPLX- 4L71	FY23-Fence Repair Tool	19001162 68580	Grounds and Maintenance	\$69.29
	236	CENTRAL LIMESTONE CO INC	35949	FY23-Road Gravel-Ellis	19001162 68580	Grounds and Maintenance	\$102.03
						<b>Sub-Total</b>	<b>\$171.32</b>
					<b>Ellis Grounds</b>	<b>Total</b>	<b>\$171.32</b>
Ellis House	124	BARRETT'S ECOWATER	0010381113023	FY23 Ellis Water Services	19001160 68580	Grounds and Maintenance	\$73.08
						<b>Sub-Total</b>	<b>\$73.08</b>
					<b>Ellis House</b>	<b>Total</b>	<b>\$73.08</b>
Environmental Educ. Natr'l Beg.	1323	MENARDS	84781	FY23 NB-Fasteners, Screw Eyes, Brackets	19001178 63030	Program Supplies	\$153.73
						<b>Sub-Total</b>	<b>\$153.73</b>
					<b>Environmental Educ. Natr'l Beg.</b>	<b>Total</b>	<b>\$153.73</b>

250	CHICAGO WILDERNESS	300002064	FY24 Membership Dues	190011 62030	Dues	\$300.00
					<b>Sub-Total</b>	<b>\$300.00</b>
4600	PRAIRIE ARCHAEOLOGY & RESEARCH LTD	1199	FY 23-Subat Evaluation	190411 62150	Contractual Services	\$13,720.00
					<b>Sub-Total</b>	<b>\$13,720.00</b>
67	AMEREN ILLINOIS	27864440061130 23	FY23-Millbrook S Electric	190011 63510	Electric	\$28.48
2047	COMED	09270071631130 23	FY23 ComEd Richard Young	190011 63510	Electric	\$23.14
2047	COMED	11231661021130 23	FY23 ComEd Jay Woods	190011 63510	Electric	\$23.07
2047	COMED	93615780001130 23	FY23-ComEd Baker Woods	190011 63510	Electric	\$19.17
					<b>Sub-Total</b>	<b>\$93.86</b>
4574	J & E RESTORATIONS	1173	FY23-Materials for MHL Flooring	190711 66500	Miscellaneous Expense	\$845.00
					<b>Sub-Total</b>	<b>\$845.00</b>
				<b>Forest Preserve Director</b>	<b>Total</b>	<b>\$14,958.86</b>
3387	OSWEGO ACE HARDWARE	400515113023	FY23 Cordless Blower-Ellis	19001183 62160	Equipment	\$159.99
4419	MECHANICS LAB LLC	4017	FY23-F350 Exhaust and power steering repairs	19001183 62160	Equipment	\$3,473.62
					<b>Sub-Total</b>	<b>\$3,633.61</b>
<b>Grounds and Natural Resources</b>						

4601	CASEY KAMPMEIER	Boot Reimburse 2023	FY23 Boot Reimbursement FY23	19001183 62400	Uniforms / Clothing	\$75.00
					<b>Sub-Total</b>	<b>\$75.00</b>
1849	VERIZON	99493658015	FY23 Verizon Cell Phone Services	19001183 63540	Telephones	\$168.03
					<b>Sub-Total</b>	<b>\$168.03</b>
				<b>Grounds and Natural Resources</b>	<b>Total</b>	<b>\$3,876.64</b>
1744	JAY TECKENBROCK	SecDepRefHoov erRes	FY23-Security Deposit Refund-Hoover Residence	19001171 63040	Security Deposit Refund	\$1,000.00
4598	JUAN CARRILLO	23-00324	FY23-MHL Sec Dep Refund	19001171 63040	Security Deposit Refund	\$187.50
					<b>Sub-Total</b>	<b>\$1,187.50</b>
1452	NICOR	22827083027113 023	FY23-Nicor Hoover Shop	19001171 63090	Natural Gas	\$55.65
1452	NICOR	23336698297113 023	FY23-Nicor Rookery	19001171 63090	Natural Gas	\$84.93
1452	NICOR	28235299733113 023	FY23-Nicor Moonseed	19001171 63090	Natural Gas	\$70.30
1452	NICOR	30831034894113 023	FY23-Nicor Kingfisher	19001171 63090	Natural Gas	\$82.86
1452	NICOR	50980197128113 023	FY23-Nicor Meadowhawk Lodge	19001171 63090	Natural Gas	\$58.06
1452	NICOR	72389374124113 023	FY23-Nicor Hoover Residence	19001171 63090	Natural Gas	\$48.23

Hoover



1452	NICOR	88551401149113 023	FY23-Nicor Hoover Maintenance	19001171 63090	Natural Gas	\$84.05
					<b>Sub-Total</b>	<b>\$484.08</b>
				<b>Hoover</b>	<b>Total</b>	<b>\$1,671.58</b>
2047	COMED	55142290271130 23	FY23 ComEd Pickerill	19001184 63100	Electric	\$28.13
					<b>Sub-Total</b>	<b>\$28.13</b>
				<b>Pickerill - Pigott</b>	<b>Total</b>	<b>\$28.13</b>
					<b>Grand Total</b>	<b>\$21,671.03</b>

**Pickerill - Pigott**