

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

JULY 9, 2024

I. Call to Order

President DeBolt called the meeting to order at 4:36 pm in the Kendall County Office Building – Second Floor County Board Meeting Rooms 209 and 210.

II. Roll Call

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

Commissioners Bachmann, Koukol, Peterson, Rodriguez, Shanley, and President DeBolt, were all present.

III. Approval of Agenda

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

IV. Public Comments

No public comment was offered by those in attendance.

V. Leadership Team Report

Acting Executive Director White, provided updates on District projects.

VI. Motion to Forward Claims (063024F and 071524F) to Commission

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

VII. Review of Preliminary End-of-Year Financial Statements through June 30, 2024

Acting Executive Director White presented an overview of the preliminary financial statements through June 30, 2024.

VIII. OLD BUSINESS

- a) **Ohio Valley Acquisition LLC (TC Energy / ANR Pipeline Company)
Temporary Easement Agreement**

Acting Executive Director White provided an update that the District was still waiting to receive response back for Ohio Valley Acquisition.

IX. NEW BUSINESS

a) MOTION: Approval to Special Use Permits

- i. Kendall County Planning, Building, and Zoning - Historic Preservation Committee - Pickerill Estate House Monday July 15, 2024 from 5:00 PM to 8:00 PM including Waiving of Fees and Charges**
- ii. Kendall County 23rd Judicial Circuit Court Services - Employee Event - Wednesday, July 17, 2024 from 8:00 am to 4:30 pm at Hoover Forest Preserve - Meadowhawk Lodge including Waiving of Fees and Charges**

Commissioner Shanley made a motion to approve the Special Use Permit for the Kendall County Planning, Building, and Zoning - Historic Preservation Committee - Pickerill Estate House Monday July 15, 2024 from 5:00 PM to 8:00 PM including waiving of fees and charges, and the Special Use Permit for the Kendall County 23rd Judicial Circuit Court Services - Employee Event - Wednesday, July 17, 2024 from 8:00 AM to 4:30 PM at Hoover Forest Preserve - Meadowhawk Lodge including waiving of fees and charges. Seconded by Commissioner Peterson. Aye, all. Opposed, none.

b) MOTION: Approval to Forward the 2024-2025 Bow Hunt Program Handbook and Fees and Charges to Commission for Approval

Commissioner Rodriguez made a motion to forward the 2024-2025 Bow Hunt Program Handbook and Fees and Charges to Commission for approval. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

c) MOTION: Approval to Forward the Hoover and Baker Woods Roofing Projects Contract (Contract No. 24-06-001) to Commission for Approval

Commissioner Bachmann made a motion forward the Hoover and Baker Woods Roofing Projects Contract (Contract No. 24-06-001) to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

Commissioner Rodriguez left the meeting room at 5:22 pm. Quorum was lost, meeting was temporary adjourned. Commissioner Rodriguez re-entered the meeting room at 5:24 pm. Quorum was restored, meeting adjourned at 5:24 pm.

d) MOTION: Approval to Forward the 2024 Hoover Well Pump Replacement and Installation Project Contract (Contract No. 24-06-002) to Commission for Approval

Commissioner Shanley made a motion to forward the 2024 Hoover Well Pump Replacement and Installation Project Contract (Contract No. 24-06-002) to Commission for approval. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

e) MOTION: Approval of a Motion to Forward an Increase to the District's Assigned Fee Percentage for All Credit Card Payments from 2.5% of the Total Fees and Charges to 3.5% of the Total Fees and Charges Assigned Effective December 1, 2024 to Commission for Approval

Commissioner Shanley made a motion to forward an increase to the District's assigned fee percentage for all credit card payments from 2.5% of the total fees and charges to 3.5% of the total fees and charges assigned effective December 1, 2024 to Commission for approval. Aye, all. Opposed, none.

X. Other Items of Business

a) YMCA/Kendall County Law Enforcement Agencies LEAD Program Highlights

Environmental Education and Outreach Manager Wiencke provided an overview and video of the YMCA/Kendall County LEAD program day at Harris Forest Preserve with the District's Education Department.

b) 2024 Nature Quest Summer Camp Highlights

Environmental Education and Outreach Manager Wiencke provided an overview of the District's Nature Quest Summer Camp with thanks extended to partnering agencies.

c) EpiPen Prescription Renewals

Environmental Education and Outreach Manager Wiencke presented a report and plan to purchase EpiPens for the District's Education Department.

d) FY25 Preliminary Operation Fund (Fund 1900) Budget Discussion

Acting Executive Director White provided an overview of the FY25 preliminary Operation Budget.

e) Cured-in-Place Pipe (CIPP) Sewer Main Lining at Hoover Forest Preserve - Bid Announcement

Acting Executive Director White provided updates on the bid announcement for a CIPP sewer main lining at Hoover Forest Preserve.

XI. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)

No new Committee business.

XII. Public Comments

No public in attendance offered comments.

XIII. Executive Session

Commissioner Shanley made a motion to enter executive session at 5:27 pm under 2(c)1 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 Peterson. Aye, Commissioner Bachmann, DeBolt, Koukol, Peterson, Rodriguez, Shanley, and Wormley. Opposed, none.

Commissioner Koukol made a motion to adjourn executive session at 5:35 pm. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

XIV. Summary of Action Items

Acting Executive Director White provided a summary of action items to be presented to Commission for approval.

XV. Adjournment

Commissioner Shanley made a motion to adjourn. Seconded by Commissioner Bachmann. Aye, all. Opposed, none. Meeting adjourned at 5:37 pm.

Respectfully submitted,

Antoinette White
Acting Executive Director, Kendall County Forest Preserve District