

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMISSION MEETING MINUTES**

**NOVEMBER 19, 2019**

**I. Call to Order**

President Gilmour called the meeting to order at 10:39 am in the Kendall County Board Room.

**II. Pledge of Allegiance**

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

**III. Invocation**

Commissioner Prochaska offered an invocation at the beginning of the Kendall County Board Meeting.

**IV. Roll Call**

|   |                                     |   |           |
|---|-------------------------------------|---|-----------|
| X | Cesich                              | X | Gryder    |
|   | Flowers                             | X | Hendrix   |
| X | Gengler                             | X | Kellogg   |
| X | Giles (entered meeting at 10:41 am) | X | Prochaska |
| X | Gilmour                             | X | Vickers   |

Commissioners Cesich, Gengler, Gryder, Hendrix, Kellogg, Prochaska, Vickers, and Gilmour all were all present.

Commissioner Giles entered the meeting at 10:41am.

**V. Approval of Agenda**

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

**VI. Public Comment**

Todd Milliron offered public comment to thank the District for actions taken to support the Yorkville Historic Preservation Society.

**VII. Approval of Claims for an Amount Not-to-Exceed \$54,295.72**

Commissioner Giles entered the meeting room at 10:41 am.

Commissioner Hendrix made a motion to approve claims not-to-exceed \$54,295.72. Seconded by Commissioner Giles.

| Motion: Commissioner Hendrix          |                |                     |            |                |                     |
|---------------------------------------|----------------|---------------------|------------|----------------|---------------------|
| Second: Commissioner Giles            |                |                     |            |                |                     |
| <b>Roll call: Claims: \$54,295.72</b> |                |                     |            |                |                     |
| <b>Aye</b>                            | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
| X                                     |                | Cesich              | X          |                | Gryder              |
|                                       |                | Flowers             | X          |                | Hendrix             |
| X                                     |                | Gengler             | X          |                | Kellogg             |
| X                                     |                | Giles               | X          |                | Prochaska           |
| X                                     |                | Gilmour             | X          |                | Vickers             |
| Motion unanimously approved.          |                |                     |            |                |                     |

**VIII. Approval of Minutes**

- Kendall County Forest Preserve District Finance Committee meeting of October 24, 2019
- Kendall County Forest Preserve District Commission meeting of November 5, 2019

Commissioner Gryder made a motion to approve the Finance Committee meeting minutes of October 24, 2019, and the Commission meeting minutes of November 5, 2019. Seconded by Commissioner Giles. Aye, all. Opposed, none.

**OLD BUSINESS**

**IX. MOTION: Approval of a Request from the Yorkville Historical Society for a 50% Reduction in Rental Fees for Use of the Kendall County Historic Courthouse “Hometown Christmas” Event on December 8, 2019**

Commissioner Gryder made a motion to approve the request from the Yorkville Historic Preservation Society for a 50% reduction in rental fees for use of the Kendall County Historic Courthouse “Hometown Christmas” event on December 8, 2019. Seconded by Commissioner Hendrix.

| Motion: Commissioner Gryder  |                |                     |            |                |                     |
|--|----------------|---------------------|------------|----------------|---------------------|
| Second: Commissioner Hendrix   |                |                     |            |                |                     |
| <b>Roll call: Yorkville Historical Society 50% Facility Rental Fee Reduction</b> |                |                     |            |                |                     |
| <b>Aye</b>   | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
| X  |                | Cesich              | X          |                | Gryder              |
|  |                | Flowers             | X          |                | Hendrix             |
| X  |                | Gengler             | X          |                | Kellogg             |
| X  |                | Giles               | X          |                | Prochaska           |
| X  |                | Gilmour             | X          |                | Vickers             |
| Motion unanimously approved.   |                |                     |            |                |                     |

**NEW BUSINESS**

**X. Review of the Kendall County Forest Preserve District FY20 Proposed Budget, Combined Appropriations Ordinance #11-19-002**

Commission reviewed and discussed the District’s proposed budget, and combined appropriations ordinance #11-19-002.

**XI. Review of the Proposed CY20 Commission and Committee Meetings and Holiday Schedule**

Commission reviewed and discussed the proposed CY20 Commission and Committee meetings and holiday schedule.

**XII. MOTION: Approval of the Human Resources, Accounting and Preserve Reservations Manager Position Description**

Commissioner Vickers made a motion to approve Human Resources, Accounting and Preserve Reservations Manager position description. Seconded by Commissioner Hendrix.

| Motion: Commissioner Vickers<br>Second: Commissioner Hendrix |                |                     |            |                |                     |
|--|----------------|---------------------|------------|----------------|---------------------|
| <b>Roll call: Position Description</b>                       |                |                     |            |                |                     |
| <b>Aye</b>   | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
| X  |                | Cesich              |            | X              | Gryder              |
|  |                | Flowers             | X          |                | Hendrix             |
| X  |                | Gengler             | X          |                | Kellogg             |
| X  |                | Giles               | X          |                | Prochaska           |
| X  |                | Gilmour             | X          |                | Vickers             |
| Motion carried 8:1.  |                |                     |            |                |                     |

**XIII. MOTION: Approval of the Proposed Tuition Fees and Charges for the Natural Beginnings 20-21 Program Year**

Commissioner Cesich made a motion to approve the proposed tuition fees and charges for the Natural Beginnings 20-21 program year. Seconded by Commissioner Prochaska.

Motion: Commissioner Cesich  
 Second: Commissioner Prochaska

**Roll call: NB 20-21 Program Year Tuition Fees and Charges**

| Aye | Opposed | Commissioner | Aye | Opposed | Commissioner |
|-----|---------|--------------|-----|---------|--------------|
| X   |         | Cesich       | X   |         | Gryder       |
|     |         | Flowers      | X   |         | Hendrix      |
| X   |         | Gengler      | X   |         | Kellogg      |
| X   |         | Giles        | X   |         | Prochaska    |
| X   |         | Gilmour      | X   |         | Vickers      |

Motion unanimously approved.

**XIV. MOTION: Approval of the Winter 19-20 Public Program Fees and Charges**

Commissioner Cesich made a motion to approve the Winter 19-20 Public Program fees and charges. Seconded by Commissioner Hendrix.

Motion: Commissioner Cesich  
 Second: Commissioner Hendrix

**Roll call: Winter 19-20 Public Program Fees and Charges**

| Aye | Opposed | Commissioner | Aye | Opposed | Commissioner |
|-----|---------|--------------|-----|---------|--------------|
| X   |         | Cesich       | X   |         | Gryder       |
|     |         | Flowers      | X   |         | Hendrix      |
| X   |         | Gengler      | X   |         | Kellogg      |
| X   |         | Giles        | X   |         | Prochaska    |
| X   |         | Gilmour      | X   |         | Vickers      |

Motion unanimously approved.

**XV. MOTION: Approval of a Proposal from Kluber Architects + Engineers of Batavia, Illinois for Additional Construction Estimation and Architectural Rendering Services for the Pickerill Estate House for an Amount Not-to-Exceed \$4,950.00 Pursuant to the District’s Application for a FY20 State of Illinois – Illinois Department of Natural Resources Park and Recreational Facility Construction (PARC) Grant**

Commissioner Kellogg made a motion to approve a proposal from Kluber Architects + Engineers of Batavia, Illinois for additional construction estimation and architectural rendering services for the Pickerill estate house for an amount not-to-exceed \$4,950.00 pursuant to the District’s application for a FY20 State of Illinois – Illinois Department of Natural Resources Park and Recreational Facility Construction (PARC) grant. Seconded by Commissioner Gryder.

Motion: Commissioner Kellogg

Second: Commissioner Gryder

**Roll call: Kluber Architects + Engineers Construction Estimation Services for \$4,950**

| <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
|------------|----------------|---------------------|------------|----------------|---------------------|
| X          |                | Cesich              | X          |                | Gryder              |
|            |                | Flowers             | X          |                | Hendrix             |
| X          |                | Gengler             | X          |                | Kellogg             |
| X          |                | Giles               | X          |                | Prochaska           |
| X          |                | Gilmour             | X          |                | Vickers             |

Motion unanimously approved.

**XVI. MOTION: Approval of the Renewal of a 1-Year Lease Agreement with Jay Teckenbrock, Hoover Supervisor and Resident for Use of the Hoover Residence Effective December 1, 2019 through November 30, 2020 for a \$250.00 Monthly Rent Payment**

Commissioner Hendrix made a motion to approve the renewal of a 1-year lease agreement with Jay Teckenbrock, Hoover Supervisor and Resident for use of the hoover residence effective December 1, 2019 through November 30, 2020 for a \$250.00 monthly rent payment. Seconded by Commissioner Prochaska.

Motion: Commissioner Hendrix

Second: Commissioner Prochaska

**Roll call: Hoover Residence Lease Agreement**

| <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
|------------|----------------|---------------------|------------|----------------|---------------------|
| X          |                | Cesich              |            | X              | Gryder              |
|            |                | Flowers             | X          |                | Hendrix             |
| X          |                | Gengler             | X          |                | Kellogg             |
| X          |                | Giles               | X          |                | Prochaska           |
| X          |                | Gilmour             | X          |                | Vickers             |

Motion carries by a vote of 8:1.

**XVII. MOTION: Approval of the Renewal of a 1-Year Lease Agreement with Shannon Prette, Ellis Resident and Caretaker for Use of the Ellis House Studio Apartment Effective December 1, 2019 through November 30, 2020 for a \$346.67 Monthly Rent Payment**

Commissioner Hendrix made a motion to approve the renewal of a 1-year lease agreement with Shannon Prette, Ellis Resident and Caretaker for use of the Ellis House studio apartment effective

December 1, 2019 through November 30, 2020 for a \$346.67 monthly rent payment. Seconded by Commissioner Cesich.

Commissioner Giles left the meeting at 11:03 am.

Motion: Commissioner Hendrix

Second: Commissioner Cesich

**Roll call: Ellis Apartment Lease Agreement**

| Aye | Opposed | Commissioner | Aye | Opposed | Commissioner |
|-----|---------|--------------|-----|---------|--------------|
| X   |         | Cesich       |     | X       | Gryder       |
|     |         | Flowers      | X   |         | Hendrix      |
| X   |         | Gengler      | X   |         | Kellogg      |
|     |         | Giles        | X   |         | Prochaska    |
| X   |         | Gilmour      | X   |         | Vickers      |

Motion carried by a vote of 7:1.

**XVIII. MOTION: Approval of a Reimbursement to Kendall County for the District’s Portion of the FY19 Insurance Premium totaling \$40,979.66, plus FY19 Claims Costs Incurred totaling \$1,948.00 for a Total Amount of \$49,927.66**

Commissioner Hendrix made a motion to approve the reimbursement to Kendall County for the District’s portion of the FY19 insurance premium totaling \$40,979.66, plus FY19 claims cost incurred totaling \$1,948.00 for a total amount of \$49,927.66. Seconded by Commissioner Prochaska.

Commissioner Gryder made a motion to amend the motion to reduce the total amount to \$42,927.66. Seconded by Commissioner Kellogg.

Motion: Commissioner Gryder

Second: Commissioner Kellogg

**Roll call: Amended Motion – Change of Reimbursement Amount to \$42,927.66**

| Aye | Opposed | Commissioner | Aye | Opposed | Commissioner |
|-----|---------|--------------|-----|---------|--------------|
| X   |         | Cesich       | X   |         | Gryder       |
|     |         | Flowers      | X   |         | Hendrix      |
| X   |         | Gengler      | X   |         | Kellogg      |
|     |         | Giles        | X   |         | Prochaska    |
| X   |         | Gilmour      | X   |         | Vickers      |

Motion unanimously approved.

Motion: Commissioner Hendrix  
Second: Commissioner Prochaska

**Roll call: Kendall County Revised Reimbursement Approval for \$42,927.66**

| <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
|------------|----------------|---------------------|------------|----------------|---------------------|
| X          |                | Cesich              | X          |                | Gryder              |
|            |                | Flowers             | X          |                | Hendrix             |
| X          |                | Gengler             | X          |                | Kellogg             |
| X          |                | Giles               | X          |                | Prochaska           |
| X          |                | Gilmour             | X          |                | Vickers             |

Motion unanimously approved.

**XIX. MOTION: Approval of a Transfer of \$50,000 from the District's Operating Fund (Fund 270) to the District's Insurance Liability Fund (Fund 955) for Coverage of Insurance Claim Deductible Payments**

Commissioner Hendrix made a motion to approve the transfer of \$50,000 from the District's operating fund (fund 270) to the District's insurance liability fund (fund 955) for coverage of insurance claim deductible payments. Seconded by Commissioner Gryder.

Motion: Commissioner Hendrix  
Second: Commissioner Gryder

**Roll call: Transfer to Liability Fund of \$50,000.00**

| <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
|------------|----------------|---------------------|------------|----------------|---------------------|
| X          |                | Cesich              | X          |                | Gryder              |
|            |                | Flowers             | X          |                | Hendrix             |
| X          |                | Gengler             | X          |                | Kellogg             |
|            |                | Giles               | X          |                | Prochaska           |
| X          |                | Gilmour             | X          |                | Vickers             |

Motion unanimously approved.

**XX. MOTION: Approval of the Audit Engagement Letter and Proposal from Mack & Associates CPA of Morris, Illinois for Completion of FY19 Audit Services for an Amount Not-to-Exceed \$7,750.00**

Commissioner Gryder made a motion to approve the audit engagement letter and proposal from Mack & Associates CPA of Morris, Illinois for completion of FY19 audit services for an amount not-to-exceed \$7,750.00. Seconded by Commissioner Prochaska.

Motion: Commissioner Gryder  
Second: Commissioner Prochaska

**Roll call: FY19 Audit Engagement Letter and Services for \$7,750**

| <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> | <b>Aye</b> | <b>Opposed</b> | <b>Commissioner</b> |
|------------|----------------|---------------------|------------|----------------|---------------------|
| X          |                | Cesich              | X          |                | Gryder              |
|            |                | Flowers             | X          |                | Hendrix             |
| X          |                | Gengler             | X          |                | Kellogg             |
|            |                | Giles               | X          |                | Prochaska           |
| X          |                | Gilmour             | X          |                | Vickers             |

Motion unanimously approved.

### **XXI. Executive Session**

There was no need for executive session.

### **XXII. Other Items of Business**

Commissioner Gryder offered appreciation and recognition of the generosity of Ken Pickerill, presenting a commemorative plaque for display at the Kendall County District's Office.

President Gilmour remarked there will be a Special Call Commission meeting on November 25, 2019.

Director Guritz reported that there will be a ribbon-cutting event at Fox River Bluffs Forest Preserve at 10:00 am on December 7, 2019. The grant-funded trail head kiosk will be installed, with initial cropland conversion efforts taking place with the volunteers present.

### **XXIII. Public Comments**

Jim Wyman asked whether the Village of Millbrook's decision to reconsider allowing the District to connect Millbrook North Forest Preserve to the historic Millbrook Bridge would result in efforts to restore the bridge rather than demolish. Director Guritz reported that the District is preparing to go out for bid for removal. The District's review of competitive grant program funding available did not result in identification of a viable funding source to restore the structure.

### **XXIV. Adjournment**

Commissioner Kellogg made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 11:17 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District