

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

FEBRUARY 25, 2016

I. Call to Order

Finance Committee Acting Chair Wehrli called the meeting to order at 6:42 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Davidson, Gryder, Koukol, and Wehrli all were present.

III. Approval of Agenda

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

IV. Citizens to be Heard

No public comments were offered.

V. Approval of Claims in an Amount Not-to-Exceed \$8,371.03.

Commissioner Koukol made a motion to forward claims to Commission in the amount of \$8,371.03. Seconded by Commissioner Davidson.

The Finance Committee reviewed the claims list. The Finance Committee inquired into claim #182 for the Illinois State Police. Director Guritz reported that this amount will be expended to top-up the background check fund.

The Finance Committee discussed the ComEd billing statements. Director Guritz reported that he would present a meter chart for future discussions. Director Guritz stated that this may be a projection rather than actual cost based on a meter reading, as the District received a \$600 credit in the current period.

The Finance Committee reviewed the Meadowhawk Lodge security deposit refunds listed as claim numbers 217 and 218.

Commissioner Gryder inquired into claim number 194 for Clean Tech of Illinois. Director Guritz reported that this bill is for cleaning services, and can vary month-to-month depending on the number of service dates, and whether there are gaps in services where the District pays a higher rate if the house was not cleaned in the prior month.

The Finance Committee discussed claim #222 for Coffman Truck Services. Director Guritz reported that this amount was incurred for the initial assessment performed in order to provide an estimate for the salt spreader repairs.

Finance Committee Acting Chair Wehrli called the question. Aye, all. Opposed, none. The motion was unanimously approved.

VI. Ellis House Roof Repairs and Replacement Updates

Farm Manager Marty Vick provided updates on repair needs for Ellis House. Mr. Vick reported he is currently working to secure a contractor to patch sections of the roof impacted by storm damage, and is working to securing three quotes for replacement of the roof, with IPMG completing an inspection of storm damage following submission of a claim by the District to determine whether insurance will cover a portion of the needed replacement.

Director Guritz stated that roof replacement will require bidding, and that he would be working with Mr. Vick to develop the bid specifications once the insurance company completes an inspection.

VII. Ellis House Window Replacement Discussion and Progress Updates

Farm Manager Marty Vick reviewed quotes received-to-date for replacement of five windows for the Ellis House. Mr. Vick reported on the history of temporary repairs to the window casings, but emphasized that it is time to seal the house by repairing windows, painting, and replacing caulk for the whole house to insure that water cannot infiltrate into the house.

The Finance Committee discussed whether Mr. Vick could complete the repairs if the windows were purchased. Director Guritz reported that while Mr. Vick has the skills to complete the work, it would be a significant impact on his time. Beyond time, replacement of the windows will take more than one individual to complete the work with specialized equipment needed. Mr. Vick recommended reducing cost by replacing working casement windows with vinyl casements with single panes. Mr. Vick shared photos of the windows in need for replacement.

The Finance Committee discussed the quotes, and provided direction to secure two more competitive quotes for replacing the windows with an equivalent Pella or Anderson window model, with the goal of having the window replacement completed by the first wedding event of the season in late April.

VIII. Ellis House Dryvit Inspection Discussion

Farm Manager Marty Vick presented a quote for inspection of the dryvit exterior at Ellis, and presented photos showing water damage to the lower elevation of the back of the house, noting that excavation work will be completed to protect the lower elevation from further water wicking and infiltration. The Finance Committee discussed the condition of the dryvit exterior and provided direction not to pursue inspection at this time.

IX. Meadowhawk Lodge Portico Damage Repairs Discussion

Director Guritz presented a proposal from Wight and Company for repair of the Meadowhawk Lodge portico in the amount of \$12,330. An inspection by a Wight and Company structural engineer was completed, noting that while the structural steel I-beam is slightly bowed, it should not impact structural integrity. An inspection of the beam-to-post connection will be performed during the reconstruction project. The proposal is currently under review by the Plano school district insurance company to approve the cost for repairs. Once approved by the insurance carrier, the proposal will be presented to Commission for approval.

X. IPMG Correspondence and Directions

Director Guritz presented correspondence from IPMG regarding a request from Michael Clark to pay for medical services totaling \$3,400.00 from injuries sustained at Hoover Forest Preserve. The Finance Committee discussed the claim, and provided direction to continue to support the insurance carrier's recommendation to deny the claim.

XI. Executive Session

None.

XII. Citizens to be Heard

No public comments were offered.

XIII. Other Items of Business

The Finance Committee reviewed correspondence received from the Illinois Department of Transportation and Kendall County regarding a grant received from Kendall County in the amount of \$3,000.00 for Route 34 trail improvements, and costs estimates from IDOT indicating the District's cost share of \$13,678.01 for the work to be completed. The Finance Committee provided direction to staff to discuss the total cost to the District with Highway Department Director Fran Klaas to confirm the District's share, and to approach Kendall County with an additional grant request to cover 50% of the costs for trail construction. Director Guritz also stated he would review the Commission approved ordinance.

The Finance Committee discussed the property tax levies from the District's debt service for the average Kendall County homeowner. Costs increase from \$93 to \$163 from 2015 to 2025, assuming no growth in the Kendall County EAV, with a \$204,100 average home value. Bond refunding opportunities will reduce tax burden by approximately \$26 overall for each \$10 million refunded.

XIV. Adjournment

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Koukol. All, aye. Meeting adjourned at 7:45 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District