

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

MARCH 21, 2018

I. Call to Order

President Gilmour called the meeting to order at 11:25 am in the Kendall County Board Room.

II. Pledge of Allegiance

The Pledge of Allegiance was recited during the prior Kendall County Board meeting.

III. Invocation

An invocation was offered by Commissioner Prochaska at the Kendall County Board meeting.

IV. Roll Call

X	Cullick	X	Gryder (Entered the meeting at 11:30 am)
X	Davidson	X	Hendrix
X	Flowers	X	Kellogg
X	Gilmour	X	Prochaska
	Giles	X	Purcell (Entered the meeting at 11:26 am)

Commissioners Cullick, Davidson, Flowers, Hendrix, Kellogg, Prochaska, and Gilmour all were present. Commissioner Purcell entered the meeting at 11:26 am. Commissioner Gryder entered the meeting at 11:30 am.

V. Approval of Agenda

Commissioner Purcell entered the meeting at 11:26 am.

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

VI. Citizens to Be Heard

No public comments were offered by citizens present at the meeting.

VII. Approval of Claims in an Amount Not-to-Exceed \$19,863.14.

Commissioner Hendrix made a motion to approve claims in an amount not-to-exceed \$19,863.14. Seconded by Commissioner Prochaska.

Commissioner Cullick remarked that claims were reviewed by the Finance Committee and there were no concerns.

Motion: Commissioner Hendrix					
Second: Commissioner Prochaska					
Roll call: Claims not-to-exceed \$19,863.14					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick			Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

VIII. Approval of Minutes

- **Kendall County Forest Preserve District Commission Meeting Minutes of March 6, 2018**
- **Kendall County Forest Preserve District Operations Committee Meeting of March 7, 2018**
- **Kendall County Forest Preserve District Finance Committee Meeting of March 14, 2018**
- **Kendall County Forest Preserve District Committee of the Whole Meeting of March 14, 2018**

Commissioner Hendrix made a motion to approve the Commission meeting minutes of March 6, 2018; the Operations Committee meeting of March 7, 2018; the Finance Committee meeting of March 14, 2018, and the Committee of the Whole meeting minutes of March 14, 2018. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

IX. Finance Committee Report

Commissioner Cullick reported that the Finance Committee reviewed the updated proposal from HLR engineering for Millbrook Bridge. The FY17 audit was discussed. The District had an operating fund surplus of \$33,862.00, increasing the operating fund balance of the District to \$303,042.00. The West Bend Insurance settlement negotiations were discussed.

Director Guritz remarked that the West Bend Insurance company did accept the \$800.00 quote from a local company to repair the fence damage.

HLR engineering is waiting on the Army Corps of Engineers as part of the permitting phase.

OLD BUSINESS

X. MOTION: Approval of the Conveyance of the District's 1970 Homemade Flat Trailer and Wood Stage Platform to the Untied City of Yorkville

Commissioner Purcell motioned to approve the conveyance of the District's 1970 homemade flat trailer and wood stage platform to the United City of Yorkville. Seconded by Commissioner Prochaska.

Director Guritz remarked that the District does not use the stage and the United City of Yorkville uses it every year as part of their Memorial Day event.

Commissioner Gryder entered the meeting at 11:30 am.

Motion: Commissioner Purcell					
Second: Commissioner Prochaska					
Roll call: Conveyance of Wood Stage Platform					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		PRESENT	Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carried by a vote of 8:0:1. Commissioner Gryder voted as present.					

NEW BUSINESS

XI. MOTION: Approval of the WIPFLI CPAs Fiscal Year 2017 Audit of the Kendall County Forest Preserve District

Commissioner Prochaska motioned to approve the WIPFLI FY17 audit of the Kendall County Forest Preserve District. Seconded by Commissioner Gryder.

President Gilmour remarked that the audit was presented at the previous Committee of the Whole meeting.

Motion: Commissioner Prochaska					
Second: Commissioner Gryder					
Roll call: Approval of WIPFLI FY 2017 Audit					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour		PRESENT	Purcell
Motion carried by a vote of 8:0:1. Commissioner Purcell voted as present.					

XII. MOTION: Approval of a Proposal from Dekane Equipment Corporation, Big Rock, Illinois for the Purchase of a Kubota ZD 1211-60 Zero Turn Mower in the Amount of \$13,400.00, including Deductions for the Trade-in of the District’s 2008 John Deere Z-trak 997 Zero Turn Mover (\$4,250.00) and Kubota Utility Tractor (\$1,250.00) for a Total Cost Not-to-Exceed \$7,900.00

Commissioner Hendrix motioned to approve the purchase of a Kubota ZD 1211-60 Zero Turn Mower in the Amount of \$13,400.00, including deductions for the trade-in of the District's 2008 John Deere Z-trak 997 Zero Turn Mover (\$4,250.00) and 1994 Kubota Utility Tractor (\$1,250.00) for a Total Cost Not-to-Exceed \$7,900.00. Seconded by Commissioner Prochaska.

Commissioner Purcell remarked that a piece of equipment was bought in the previous year.

Director Guritz responded that that purchase was for an all-terrain vehicle for transport of supplies and for workers for maintaining the grounds and facilities at Hoover Forest Preserve.

Commissioner Purcell asked if the John Deere mower should be traded in.

Director Guritz responded that the mower has to be taken into the shop more for repairs. Currently, the mower still has a high trade in value so that funds will not have to be spent on repairs to the 10-year-old mower.

Commissioner Purcell asked about contracting out the mowing so that the District does not have to maintain a mower.

Director Guritz responded that this has been considered previously and it was found that it is more cost effective to have the grounds mowed in-house versus contracting out.

Commissioner Purcell asked where this item would be funded for in the budget.

Director Guritz responded that there is an equipment contingency fund in the capital budget that will cover the cost.

Motion: Commissioner Hendrix					
Second: Commissioner Prochaska					
Roll call: Approval of Kubota Proposal					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour		X	Purcell
Motion carried 8:1.					

XIII. Motion: Approval and Authorization for The Conservation Foundation to Support Completion of Preserve Entrance Signage and Access Improvements at Little Rock Creek Forest Preserve as Requested and in Support of the Foundation's Amenities and Events Grant Application to the Illinois Clean Energy Community Foundation

Commissioner Hendrix motioned to approve the authorization for The Conservation Foundation to support completion of signage and access improvements at Little Rock Creek Forest Preserve and for the support of the Foundation’s Amenities and Events Grant application to the Illinois Clean Energy Community Foundation. Seconded by Commissioner Gryder.

Director Guritz remarked that this is a \$5,500.00 grant with no required match that will help to offset the District’s direct cost. Funds will be used to offset the costs for widening the entrance road and for signage.

Commissioner Purcell asked how much the grant was for.

Director Guritz remarked that the grant is for \$5,500.00, with \$5,000.00 available for proposed capital improvements, with the remaining \$500.00 supporting a preserve opening event.

Commissioner Purcell asked how much was budgeted for this and whether the full amount will be used.

Director Guritz responded that \$10,000.00 was initially budgeted in the capital fund for these improvements, and that the grant funds may cover the full amount for the initial improvements.

President Gilmour remarked that the closing on the Little Rock Creek parcels will be completed on March 29, 2018.

Motion: Commissioner Hendrix					
Second: Commissioner Gryder					
Roll call: Approval and Authorization of TCF Support					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XIV. Motion: Approval of a Silver Level Sponsorship of The Conservation Foundation’s 2018 Earth Day Benefit Dinner in the Amount of \$1,500.00

Commissioner Flowers motioned to approve a Silver Level sponsorship of The Conservation Foundation’s 2018 Earth Day benefit dinner in the amount of \$1,500.00. Seconded by Commissioner Prochaska.

Motion: Commissioner Flowers
Second: Commissioner Prochaska

Roll call: TCF Silver Sponsorship

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XV. MOTION: Approval of a Policy Change to the District’s Preferred Caterers’ Program Reducing the Per Occurrence and Aggregate Umbrella Liability Insurance Coverage Requirements from \$5 Million to \$1 Million

Commissioner Kellogg motioned to approve a policy change of the District’s preferred caterers’ program reducing the per occurrence and aggregate umbrella liability insurance coverage requirements from \$5 million to \$1 million. Seconded by Commissioner Purcell.

Commissioner Davidson remarked that this was discussed in the previous Committee of the Whole meeting.

Motion: Commissioner Kellogg
Second: Commissioner Purcell

Roll call: Policy Change to Preferred Caterers’ Insurance Coverage Requirements

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XVI. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and Kendall County, Illinois Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$1,533.27

Commissioner Prochaska asked the Committee for unanimous approval to merge agenda items XVI through XXI into a single motion.

Commissioner Purcell opposed the motion.

Commissioner Hendrix motioned to approve the IGA between the District and Kendall County, Illinois requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$1,533.27. Seconded by Commissioner Gryder.

Director Guritz remarked that in 2017 when Ken Pickerill relinquished his life estate, Commission approved the assumption of the remaining tax liability for the life estate parcel. The intergovernmental agreements request that taxing bodies reimburse the prorated taxes to the District following the District's payments. Each IGA agency will be asked to participate separately, and each agency and will decide whether or not to refund the District.

Motion: Commissioner Hendrix					
Second: Commissioner Gryder					
Roll call: IGA Kendall County, Illinois					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XVII. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and Bristol-Kendall Fire Protection District Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$1,557.00

Commissioner Purcell motioned to approve the IGA between the District and Bristol-Kendall Fire Protection District requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$1,557.00. Seconded by Commissioner Davidson.

Motion: Commissioner Purcell					
Second: Commissioner Davidson					
Roll call: IGA Bristol-Kendall Fire Protection District					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XVIII. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and the Illinois Community College District #516 (Waubensee Community College) Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$1,148.54

Commissioner Hendrix motioned to approve the IGA between the District and the Illinois Community College District #516 (Waubensee Community College) requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve parcel #05-02-400-029 in the amount of \$1,148.54. Seconded by Commissioner Cullick.

Motion: Commissioner Hendrix					
Second: Commissioner Cullick					
Roll call: IGA Illinois Community College District #516					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XIX. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and Kendall Township Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$206.23

Commissioner Hendrix motioned to approve the IGA between the District and Kendall Township requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the amount of \$206.23. Seconded by Commissioner Prochaska.

Motion: Commissioner Hendrix
Second: Commissioner Prochaska

Roll call: IGA Kendall Township

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XX. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and Kendall Road District Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$524.94

Commissioner Hendrix motioned to approve the IGA between the District and Kendall Road District requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the amount of \$524.94. Seconded by Commissioner Flowers. Commissioner Purcell asked if these taxes were paid in FY17 or if they will be paid in FY18. Director Guritz responded that the taxes will be paid in FY18.

Motion: Commissioner Hendrix
Second: Commissioner Flowers

Roll call: IGA Kendall Road District

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XXI. MOTION: Approval of an Intergovernmental Agreement between the Kendall County Forest Preserve District and Yorkville Community Unit School District Requesting a Refund of 2017 Prorated Taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the Amount of \$15,511.00

Commissioner Hendrix motioned to approve the IGA between the District and Yorkville Community Unit School District Requesting a refund of 2017 prorated taxes for Pickerill-Pigott Forest Preserve Parcel #05-02-400-029 in the amount of \$15,511.00. Seconded by Commissioner Prochaska.

Motion: Commissioner Hendrix
Second: Commissioner Prochaska

Roll call: IGA Yorkville Community Unit School District

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion carried by a vote of 8:1.

XXII. Executive Session

None.

XXIII. Other Items of Business

No other items of business were discussed.

XXIV. Citizens to Be Heard

No public comments were offered by those in attendance.

XXV. Adjournment

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 11:59 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District