

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

MAY 2, 2017

I. Call to Order

Pro Tem President Prochaska called the meeting to order at 6:01 pm in the Kendall County Board Room.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance.

III. Invocation

Commissioner Prochaska offered an invocation for the meeting.

IV. Roll Call

X	Cullick	X	Gryder
X	Davidson	X	Hendrix
	Flowers	X	Kellogg
	Gilmour	X	Prochaska
X	Giles	X	Purcell

Commissioners Cullick, Davidson, Giles, Gryder, Hendrix, Kellogg, Purcell, and Prochaska all were present.

V. Approval of Agenda

Commissioner Hendrix made a motion to approve the agenda as presented. Seconded by Commissioner Cullick. 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 \$11,921.68.

Commissioner Cullick made a motion to approve claims in an amount not-to-exceed \$11,921.68. Seconded by Commissioner Hendrix.

Motion: Commissioner Cullick
Second: Commissioner Hendrix

Roll call

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

Motion unanimously approved.

VIII. Approval of Minutes

Kendall County Forest Preserve Commission Meeting – April 18, 2017
Kendall County Forest Preserve District Finance Committee Meetings – April 27, 2017 and
March 30, 2017

Commissioner Hendrix made a motion to approve the minutes for the Forest Preserve Commission meeting held on April 18, 2017, and the Forest Preserve Finance Committee meetings held on April 27, 2017. Seconded by Commissioner Gryder.

All, aye. Opposed, none. Motion unanimously approved.

IX. Motion to Approve the Coffman Truck Sales of Aurora, Illinois Bid for Purchase of One-Ton Dump Truck Equipped with a Dump Box, Salt Spreader, and Plow Assembly from, Including Acceptance of a Trade-in Deduct of \$500.00 for a 1991 GMC Dump Truck, for a Total Cost of \$68,898.02

Commissioner Hendrix made a motion to approve the bid and purchase of Coffman Truck Sales of Aurora for purchase of a one-ton dump truck, equipped with a dump box, salt spreader, and plow assembly, including acceptance of a trade-in deduct of \$500.00 for a 1991 GMC dump truck, for a total cost of \$68,898.02. Seconded by Commissioner Cullick.

Commissioner Purcell asked what funds would be expended towards the purchase. Director Guritz stated that the District's 2012 Bond Fund has a balance of just over \$19,500 that will fund part of the purchase closing out the fund, with the remaining expense coded to the 2007 capital fund.

Commissioner Purcell asked whether the 2012 bond fund is renewable by Commission without going to voter referendum, and the total amount of the issuance. Director Guritz stated that he was not sure about the total amount of the issuance, further stating that he was not sure whether the bond fund was established by referendum or Commission approval of a limited-tax obligation issuance.

Director Guritz stated that the 2012 series is the fund that Commission has historically used for vehicle purchases for the District.

Commissioner Purcell stated that this will be the first time the 2007 capital fund will be used to offset vehicle purchase costs. Commissioner Purcell in stating that since this is a deviation from past practice, asked Director Guritz how future equipment and vehicle purchases will be funded. Director Guritz stated that Commission has three options. Commission can continue to expend 2007 capital funds, budget for replacement of vehicles in the operating fund, or approve the issuance of limited tax obligation bonds.

Commissioner Purcell asked whether the vehicle replacement had been budgeted for expenditure out of the 2007 capital fund. Director Guritz stated that the District did approve a \$50,000 budget contingency for purchase of a vehicle, with Commission approving purchase and trade-in of a John Deere Gator for approximately \$4,000 earlier in the year.

Commissioner Purcell stated that based on the budget, this purchase would require expending all of the budgeted funds available for equipment this year. Director Guritz stated that the District has budgeted sufficient appropriations for the fiscal year that if additional funds were needed for other vehicles, that the funds would be available.

Commissioner Purcell asked if the District staff intended on any additional vehicle purchases during the fiscal year coming out of the capital fund. Director Guritz stated that had he inspected the vehicle that was being replaced by the purchase, he would have communicated the need for the replacement during the FY17 budget process, and that no other vehicle purchases are planned for the remaining year.

Commissioner Gryder asked whether the District had considered entering into an intergovernmental agreement with Kendall County Highway Department to plow and salt District entrances and parking lots. Director Guritz stated that the vehicle presented for purchase is used year round for a number of grounds maintenance purposes discussed in previous meetings, and that he had not discussed the possibility of working with Kendall County Highway to maintain District roads and parking areas, as this has been traditionally handled by District staff.

Commissioner Davidson responded that costs to the County to maintain District roadways would be significantly higher than current costs because County Highway staff are union, and would be paid higher salaries to complete the work. The County's Highway Department plow trucks and staff are also tasked to remove snow and ice from public roads after storm events for public safety.

Motion: Commissioner Hendrix
 Second: Commissioner Cullick

Roll call

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

Motion carried by a vote of 6:2.

X. Motion to Approve a Proposal from Vortex Technologies of Sugar Grove, Illinois for the Purchase and Installation of the Sanitary Lagoon Flow Meter and Recorder at Hoover Forest Preserve in the Amount of \$4,653.00

Commissioner Hendrix made a motion to approve the proposal from Vortex Technologies for the purchase and installation of the sanitary lagoon flow meter and recorder at Hoover Forest Preserve in the amount of \$4,653.00. Seconded by Commissioner Gryder.

Commissioner Hendrix asked for an overview of operations requiring use of the proposed replacement equipment. Director Guritz reported that the equipment monitors the flow of water exiting from the two treatment lagoons at Hoover Forest Preserve per IEPA regulations. When there is flow out of the discharge lagoon, the District is required to conduct water quality testing, currently coordinated with the Newark Sanitary District.

Commissioner Purcell stated that a trained staff member used to handle testing and compliance activities. Commissioner Purcell asked what the costs were for testing. Director Guritz stated that he did not know the specific costs for the tests, but would research this and bring this information back to the group.

Motion: Commissioner Hendrix
 Second: Commissioner Gryder

Roll call

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

Motion unanimously approved.

XI. Motion to Approve a Two-Year Contract with Waste Management of Illinois, Inc. for Garbage and Recycling Hauling and Disposal, Subject to Negotiation and Renewal Year-to-Year Thereafter, for an Amount Not-to-Exceed \$3,986.35 per Year for Regularly Scheduled Monthly Services over the Initial 2-Year Period

Mr. Kellogg made a motion to approve a two-year contract with Waste Management of Illinois, Inc. for garbage and recycling hauling and disposal, subject to negotiation and renewal year-to-year thereafter, for an amount not-to-exceed \$3,986.35 per year for regularly scheduled monthly services over the initial 2-year period. Seconded by Commissioner Purcell.

Director Guritz reported that the State’s Attorney’s Office has completed review of the contract addendum, with the company honoring the costs extended within the bid proposal.

Commissioner Giles asked whether the District earns revenue on the recycled materials. Director Guritz stated that the District does not generate revenue from the recycled materials stream.

Commissioner Purcell pointed out contract terms indicating automatic contract renewal, and stated that he would not support the agreement with the automatic renewal provisions.

State’s Attorney Berault stated that Commissioner Purcell is correct that those provisions are included within the contract, but they are stricken in their entirety within the signed contract addendum.

Commissioner Purcell asked how the rates compared to the previous contract. Director Guritz stated that the District will save just over \$3,000 per year with approval of the agreement.

Director Guritz thanked the State’s Attorney’s Office and staff for reducing the scope of services and reviewing the contract provisions.

Motion: Commissioner Kellogg
 Second: Commissioner Purcell

Roll call

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

Motion unanimously approved.

XII. Motion to Approve a One-Year Extension of Website Hosting Services with “The Knot – Chicago Suburbs” for a Total Amount of \$3,000.00, Paid in Monthly Installments, for Promotion of District Reception Venues

Commissioner Cullick made a motion to approve a one-year extension of website hosting services with “The Knot – Chicago Suburbs” for a total amount of \$3,000.00, paid in monthly installments, for promotion of District reception venues. Seconded by Commissioner Hendrix.

Commissioner Purcell asked whether the website was generating results and bookings. Director Guritz presented a marketing metrics report, reporting that the District is receiving referrals from the promotional website.

Commission discussed the website and other marketing approaches resulting in bookings of our rental venues.

Commissioner Purcell asked where the District is as far as expenditures for the promotional budget for the year. Director Guritz stated that this has been reviewed, and there are sufficient funds appropriated for the contract’s expenses for the current fiscal year.

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

XIII. Executive Session

None.

XIV. Other Items of Business

None.

XV. Citizens to Be Heard

No public comments were offered by citizens in attendance.

XVI. Adjournment

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Gryder.
Aye, all. Opposed, none. Meeting adjourned at 6:30 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District