

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

MARCH 7, 2017

I. Call to Order

President Gilmour called the meeting to order at 6:00 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

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

V. Approval of Agenda

Commissioner Prochaska 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 \$16,202.29.

Commissioner Cullick made a motion to approve claims in an amount not-to-exceed \$16,202.29. Seconded by Commissioner Flowers.

Motion: Commissioner Cullick

Second: Commissioner Flowers

Roll call: Commissioners Cullick, Davidson, Flowers, Giles, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour, aye. Opposed, none. Motion unanimously approved.

VIII. Approval of Minutes

Kendall County Forest Preserve Commission Meeting – February 21, 2017

Kendall County Forest Preserve District Special Commission Meeting of February 15, 2017

Kendall County Forest Preserve District Finance Committee Meeting – February 15, 2017
and March 1, 2017

Kendall County Forest Preserve District Committee of the Whole Meeting – February 15, 2017

Commissioner Hendrix made a motion to approve the minutes for the Forest Preserve Commission meeting held on February 21, 2017; the Forest Preserve Special Commission Meeting of February 15, 2017; the Forest Preserve Finance Committee meetings held on February 15, 2017 and March 1, 2017, and the Committee of the Whole meeting held on February 15, 2017. Seconded by Commissioner Cullick.

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

IX. Motion to Approve Contract #17-03-001 with Semper Fi Land Services, Inc. of Yorkville, Illinois for the Henneberry Woods Forest Preserve Tree Mitigation and Prairie-Shrubland Restoration Project, Including Acceptance of the Base Bid Cost of \$179,499.00, and Add-Alternate Cost of \$16,588.00 for the Installation of Wood Chip Mulch, for a Total Contract Amount of \$196,087.00.

Commissioner Gryder made a motion to approve contract #17-03-001 with Semper Fi Land Services, Inc., for the Henneberry Woods Forest Preserve Tree Mitigation and Prairie-Shrubland Restoration Project, including acceptance of the base bid cost of \$179,499.00, and add-alternate cost of \$16,588.00 for the installation of wood chip mulch, for a total contract amount of \$196,087.00. Seconded by Commissioner Cullick.

Director Guritz presented the bid results, reporting that due diligence review of the low bidder, Semper Fi Land, Inc. had been completed. The Finance Committee has reviewed the bid results, recommending award of contract to Semper Fi Land, Inc.

Director Guritz reported that the low-bidder is qualified, with all approaches meeting bid specifications.

Commissioner Davidson inquired into the timeframe for completion of the project.

Director Guritz reported that restoration work will begin in mid-October 2017, with completion of the installation of all plant material within 45 days. The District will retain 10% of the contract sum pending IDOT regulatory signoff on the project in

October 2018. Commissioner Davidson suggested that some of the trees could be planted in other forest preserve district areas.

Commissioner Hendrix inquired into the tree planting plan. Director Guritz presented an overview of the project plan. Director Guritz stated he would forward the tree inventory to Commissioner Hendrix for review.

Commissioner Purcell inquired into the project budget. Director Guritz reported that the District budgeted \$5,000 per acre to complete the restoration, or approximately \$225,000. Total project cost is \$196,087, with \$90,000 offset by mitigation and grant funding, leaving total District costs at \$106,087.

Commissioner Flowers inquired into whether any additional grants had been secured. Director Guritz reported that in addition to the \$15,000 Fox River Corridor Monarch project, a \$10,000 grant will be requested through the ComEd Green Region Program.

Commissioner Purcell inquired into whether any additional matching funds would be needed if the ComEd Green Region grant is awarded. Director Guritz stated no additional matching funds beyond contract costs would be needed.

Commissioner Davidson made a motion to call the question. Seconded by Commissioner Prochaska.

Motion: Commissioner Gryder

Second: Commissioner Cullick

Roll call: Commissioners Cullick, Davidson, Flowers, Giles, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour, aye. Opposed, none. Motion unanimously approved.

X. Motion to Approve a Proposal from Lucky Locators of Algonquin, Illinois for an Amount Not-to-Exceed \$4,725.00 for Underground Utility Location Services at Hoover Forest Preserve.

Commissioner Hendrix made a motion to approve the proposal from Lucky Locators of Algonquin, Illinois for an amount not-to-exceed \$4,725.00 for underground utility location services at Hoover Forest Preserve. Seconded by Commissioner Gryder.

Director Guritz stated that location services are needed to identify the location of the District's water main and Boy Scout camp infrastructure.

Commissioner Purcell inquired into whether Wight and Company can complete the location work. Director Guritz stated that Wight and Company is supporting project management activities.

Commissioner Purcell inquired into whether there would be additional contractors needed to complete the project. Director Guritz stated that additional contract support may be needed for excavation work and water main capping.

Commissioner Purcell inquired into whether the contracts would be paid by the operating or capital fund. Director Guritz stated that this has not yet been determined, but would be discussed at the Finance Committee.

Commissioner Davidson made a motion to call the question. Seconded by Commissioner Hendrix.

Motion: Commissioner Hendrix

Second: Commissioner Gryder

Roll call: Commissioners Cullick, Davidson, Flowers, Giles, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XI. Motion to Approve a Proposal from Artlip and Sons in the Amount of \$1,995.00 for the Replacement of an Evaporator Coil in the McQuay Ground Service Heat Pump at Hoover Forest Preserve

Commissioner Gryder made a motion to approve the proposal from Artlip and Sons in the amount of \$1,995.00 for the replacement of an evaporator coil in the McQuay ground service heat pump at Hoover Forest Preserve. Seconded by Commissioner Flowers.

Director Guritz reported that two proposals have been received from Artlip and Sons for repair and annual maintenance of the geothermal heating and cooling system at Hoover Forest Preserve.

Commissioner Purcell expressed concerns over the cost for repairs in light of the cost for the system that was installed.

Director Guritz stated that review of the green infrastructure at Meadowhawk Lodge will be an ongoing project for the coming year to gain an understanding of how the system is functioning, and how electricity generation from the solar panels is channeled.

Motion: Commissioner Gryder

Second: Commissioner Flowers

Roll call: Commissioners Cullick, Davidson, Flowers, Giles, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XII. Motion to Approve a Proposal from Artlip and Sons in the Amount of \$1,827.00 for Annual Preventative Maintenance Services on the Geothermal Heating System at Hoover Forest Preserve

Commissioner Gryder made a motion to approve the proposal from Artlip and Sons in the amount of \$1,827.00 for annual preventative maintenance services on the geothermal heating system at Hoover Forest Preserve. Seconded by Commissioner Prochaska.

Commissioner Davidson made a motion to amend the motion to refer review of the geothermal system, and proposed maintenance agreement to the Finance Committee for review. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

XIII. Executive Session

None.

XIV. Other Items of Business

Commission discussed the Millbrook South RTP grant exhibit for trail and parking lot improvements. A public hearing is scheduled for Monday, March 13, 2017 at 5:00 pm at the Historic Courthouse.

Commissioner Kellogg expressed interest in continuing to maintain hiking trails through the woodland areas.

Commissioner Purcell inquired into total project costs. Director Guritz stated that the maximum grant award is \$200,000, with a required match of \$50,000.

Director Guritz stated that the draft FY 15-16 audit, reporting that the District's financial standing is significantly improved.

XV. Citizens to Be Heard

Steve Drum expressed concerns over road condition within the boundaries of the City of Yorkville.

XVI. Adjournment

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 6:35 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District