

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

**JULY 5, 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**

X	Cullick	X	Gryder
	Davidson (Entered the meeting at 6:05 PM)	X	Hendrix
X	Flowers		Kellogg
X	Gilmour	X	Prochaska
X	Giles	X	Purcell

Commissioners Cullick, Flowers, Giles, Gryder, Hendrix, 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 Gryder. 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 \$13,549.10.**

Commissioner Purcell entered the meeting at 6:02 pm.

Commissioner Hendrix made a motion to approve claims in an amount not-to-exceed \$13,549.10. Seconded by Commissioner Cullick.

Director Guritz reported that the \$1,000.00 security deposit return (Claim #171) was for a recently completed wedding event at the Ellis House.

Motion: Commissioner Hendrix  
Second: Commissioner Cullick

**Roll call**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
		Davidson	X		Hendrix
X		Flowers			Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

## **VIII. Approval of Minutes**

- **Kendall County Forest Preserve Commission Meeting – June 20, 2017**

Commissioner Prochaska made a motion to approve the minutes for the Forest Preserve Commission meeting held on June 20, 2017. Seconded by Commissioner Flowers.

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

## **IX. Motion to Approve the Kendall County Forest Preserve District's Amended Meeting Schedule for FY 17 and 2018 Holiday Schedule**

Commissioner Cullick made a motion to approve the Kendall County Forest Preserve District's amended meeting schedule for FY 17 and the 2018 holiday schedule. Seconded by Commissioner Prochaska.

Commissioner Davidson entered the meeting at 6:05 pm.

Director Guritz presented a spreadsheet showing the CY 2017 and CY 2018 (proposed) holiday schedules for the District, and the remaining regular meeting schedule for the year, including an option to reschedule the dates for the District's first Finance and Committee of the Whole meetings from the first Wednesday following the District's first Commission meeting, to the first Tuesday following the District's first Commission meeting.

Commissioner Gryder requested a correction to the regular meeting start times for the Tuesday evening Commission meetings from 6:30 pm to 6:00 pm in the spreadsheet schedule presented.

Commission discussed potential impacts from changing the Finance and Committee of the Whole Meeting date to Tuesday, citing issues with Commission schedules, and conflicts with the Kendall County Highway Department's meeting schedule.

Commissioner Purcell made a motion to amend the proposed 2018 holiday schedule to include a full day off for the Spring Holiday scheduled for Friday, March 30, 2018, with a change in the name from Spring Holiday to Good Friday Spring Holiday, and correction to

the regular Commission meeting schedule to list a start time of 6:00 pm for all evening meetings. Seconded by Commissioner Prochaska.

President Gilmour called the question on the amended motion.

Motion: Commissioner Purcell					
Second: Commissioner Prochaska					
<b>Roll call</b>					
<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
X		Davidson		X (Abstain)	Hendrix
	X (Abstain)	Flowers			Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carried by a vote of 7:2.					

President Gilmour called the question on the motion on the table, including amendment of the regular meeting schedule with the corrected start time of 6 pm for all evening Commission meetings, and amended holiday schedule including both a time and name change from a half-day to a full day “Good Friday Spring Holiday” for March 30, 2018.

Motion: Commissioner Purcell					
Second: Commissioner Prochaska					
<b>Roll call</b>					
<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
X		Davidson		X	Hendrix
	X	Flowers			Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carried by a vote of 7:2.					

## **X. Discussion of the Harris Forest Preserve Back Loop Road Closure, Initial Quote for Repair, and Commission Directions**

Director Guritz presented a report on the condition of the back loop vehicular road at Harris Forest Preserve. Severe undercutting of the road base has caused sloughing of pavement and a sink hole to form forcing the closure of the road. A failed culvert pipe which typically controls pond water levels also needs to be addressed. Director Guritz requested Commission direction on whether to fully repair the road, including completion of pond embankment stabilization, and replacement of the culvert pipe, or whether the road should be permanently closed to vehicular traffic, with efforts focused on keeping the existing road open to pedestrian traffic only.

Commissioner Davidson suggested using an ADS-PVC culvert pipe for the replacement.

Commission provided direction to permanently close and chain off the back loop road from vehicular traffic, and take the necessary steps to address the shoreline erosion and culvert drain pipe replacement in order to retain the road as a paved path.

Director Guritz stated that he would work to secure a revised quote for the reduced scope of work for presentation to Commission.

**XI. Motion to Approve a Proposal Received from Hobson Plumbing of North Aurora, Illinois for the Removal and Replacement of (2) Water Heaters and (2) Water Softeners, and Additional Repair of (1) Water Heater at Hoover Forest Preserve for an Amount Not-to-Exceed \$7,490.00**

Director Guritz presented an overview of the need to repair and replace the water heaters and softeners at Hoover Forest Preserve as part of efforts to address water quality issues stemming from anaerobic bacteria growth in the well and water heaters generating a Sulphur odor. Both contractors submitting proposals recommended replacement of the units prior to shocking the well.

Commissioner Flowers made a motion to approve the Hobson Plumbing proposal in the amount of \$7,490.00 as presented. Seconded by Commissioner Hendrix.

Commissioner Davidson recommended shocking the well prior to installation of the new softeners and heaters. Director Guritz reported that both plumbing contractors recommended replacing the units prior to chlorination of the well and water distribution system.

Commissioner Gryder inquired into the comparability of quotes. Director Guritz stated that the Hobson quote, including the replacement of the Kendall County Outdoor Education Center water heater is \$8,250.00 compared to the Martin Plumbing quote of \$8,800.00 for the comparable scope of work. The recommendation is to deduct the cost for replacing the Outdoor Education Center's water heater, bringing the recommended cost for approval to \$7,490.00.

Commissioner Purcell inquired into selection process for the request for quotes. Director Guritz stated that Kendall Heating and Plumbing did not quote the project due to their project back log. Martin Plumbing is local, and Hobson Plumbing was contacted based on staff recommendations. Director Guritz stated that he was open to securing quotes from other recommended contractors in the future.

President Cullick called the question. Seconded by Commissioner Gryder.

Motion to call the question: Commissioner Cullick

Second: Commissioner Gryder

**Roll call**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
	X	Davidson		X	Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour		X	Purcell

Motion carried by a vote of 6:3.

Motion on the table: Commissioner Flowers

Second: Commissioner Hendrix

**Roll call**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
	X	Davidson		X	Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour		X	Purcell

Motion carried by a vote of 6:3.

**XII. Motion to Approve a Proposal from WIPFLI CPAs for Completion of the FY 17 Financial Audit of the Kendall County Forest Preserve District for an Amount Not-to-Exceed \$7,500.00**

Commissioner Cullick made a motion to approve the proposal from WIPFLI CPAs in the amount of \$7,500.00 for completion of the FY 17 audit for the District. Seconded by Commissioner Prochaska.

Motion as amended: Commissioner Cullick

Second: Commissioner Prochaska

**Roll call**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers			Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

**XIII. Executive Session**

None.

#### **XIV. Other Items of Business**

None.

#### **XV. Citizens to Be Heard**

No citizens present at the meeting offered public comments.

#### **XVI. Adjournment**

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Cullick. Aye, all. Opposed, none. Meeting adjourned at 6:47 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District