

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES**

August 15, 2018

I. Call to Order

President Gilmour called the Committee of the Whole meeting to order at 5:47 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Gilmour, Davidson, Flowers, Gryder, Hendrix, and Prochaska all were present.

III. Approval of Agenda

President Gilmour made a motion to approve the agenda with moving item XII to VI. Seconded by Commissioner Gryder. All, aye. Opposed, none.

IV. Citizens to be Heard

There were no citizens in attendance.

V. Executive Director's Report

Director Guritz provided an executive director's report along with reports from site supervisors. The OSLAD grant is being prepared for submission. The lift station pump repair and railroad projects are making improvements.

Commissioner Gryder asked about the next step in the Millbrook Bridge project.

Director Guritz responded that once permitting is in place, bids will be obtained from demolition companies. After documents are reviewed by consultants and engineers the final document is expected to be done by late September.

Commissioner Davidson asked about the tree watering at Henneberry and the general use ordinance discussed at Operations.

Director Guritz responded that the tree watering is a part of the contract. Area and size limitation were discussed on pop-up tents.

OLD BUSINESS

VI. Review of Proposals for the Repair and Replacement of Air Conditioning Unit at Ellis House and Equestrian Center

Marty Vick reported issues with the air conditioning units at Ellis Center. The issue was fixed by Kendall Heating and Air that day. Estimates for a long term fix are given in the packet.

The increase of Ellis Center lessons and weddings was discussed.

Commissioner Hendrix asked about any allergy issues due to mold or other allergens.

Marty Vick replied the filter are well kept and there are units to remove moisture from the air that eliminates those problems.

Director Guritz remarked that there are frequently air condition repair cost and the replacement would decrease those problems that have to be fixed frequently.

Commissioner Flowers asked the total cost of the new units.

Marty Vick replied the new units were total \$7,245.

Commissioner Davidson made a motion to forward the proposal to Commissions for the repair and replacement of air conditioning unit at Ellis Center with an estimate of \$7,245. Seconded by Commissioner Prochaska. Aye, Commissioner Davidson, Flowers, Gilmour, Hendrix, and Prochaska. Opposed, Commissioner Gryder. Motion carries by a vote of 5:1.

VII. Review of US Army Corps Engineers Millbrook Bridge Permitting Correspondence

Director Guritz reported that District is in the final stage of permitting and is also looking at mitigation. There will be a consultants contact for the mitigation. There was discussion at the Kendall Historic society for a historical marker at the bridge.

There was discussion if the Village of Millbrook does not sign the permit.

Director Guritz remarked that the Army Core of Engineers could adjust the permit. The Army Core of Engineers remarked that if any of the bridge is left there will be a party responsible for maintaining the bridge.

VIII. Review and Discussion of Phase II and Phase III Proposals from HLR Engineering for the Development of Bid Specifications and Construction Management for the Demolition of Millbrook Bridge

Director Guritz reported this was presented back in March. There are no changes in the proposal; the only addition is if there are changes in the time frame. The cost of the phase II is the bid specifications and phase III is the construction management services. This is expected to be approved by the second Commission meeting in September to bid in February.

Commissioner Gryder made a motion to vote on the proposal for the bid specifications and construction management for the demolition of the Millbrook Bridge at 1st September Commissions meeting. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

IX. Pickerill-Pigott Forest Preserve Master Plan – Review of Public Hearing Minutes, Final Master Draft and Phase Cost Estimations

Director Guritz presented the OSLAD resolution draft. OSLAD will cover half of the phase I funding. Phase I includes public access and a shelter. The remaining funds will come out of the Capital budget.

Commissioner Hendrix remarked that a low growing turf grass may be more cost efficient to decrease mowing needs.

The board discussed various details for later bid specifications.

Commissioner Gryder made a motion to forward the Pickerill-Pigott Forest Preserve Master Plan Final Master draft and phase cost estimates to Commissions for approval. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

NEW BUSINESS

X. Review of an Authorization to Apply for OSLAD Funding for Phase I Public Access Improvements at Pickerill-Pigott Forest Preserve

Commissioner Gryder made a motion to forward for approval of the authorization to apply for OSLAD funding for Phase I public access improvement at Pickerill-Pigott Forest Preserve. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XI. Yorkville Athletic Association – Review of a Request to Complete Improvements at the Hoover Ball Field

Commissioner Flowers reported that Operations Committee reviewed and discussed the requests for the Yorkville Athletic Association. It was recommended to allow requests 1,2, and 4, and to deny 3, and 5.

Commissioner Gryder remarked there were recent issues with the respect of the field and the preserve.

Commissioner Flowers remarked that after that issue was addressed with the Yorkville Athletic Association there have been improvements.

Director Guritz remarked there have been improvements and if issues arise again the contract can be adjusted.

The Committee discussed alternatives to sponsorship recognition.

Commissioner Davidson made a motion to forward the requests of improvements for the Hoover Ball Field with a recommendation for items 1, 2, and 4 with direction to recommend alternatives re recognize sponsors. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

XII. Sunrise Center North – Review of Terms for Renewal of a 3 –Year License Agreement

Director Guritz reported a follow-up from the recommendation of the Operations Committee to increase the rental price yearly. A letter from Sunrise Center was included, presenting reasons not to increase the rental rate yearly. This agenda item will be presented again in Operations with a counter offer from Sunrise Center.

XIII. Review of Fall 2018 Public Program Offerings, Fees and Charges

Director Guritz presented the Fall 2018 Public Program offerings, fee and charges.

Commissioner Gryder made a motion to forward the Fall 2018 Public Program offerings, fees and charges. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XIV. Procurement Card Request for Stephanie Wiencke, Natural Beginnings Program Manger

Director Guritz reported the procurement card request for Stephanie Wiencke, Natural Beginnings Program Manger.

Commissioner Gryder made a motion to forward the request for a procurement card for Stephanie Wiencke, Natural Beginnings Program Manger. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

The Committee went into recess from 6:43 pm and returned at 6:46 pm.

XV. Review of a Second Proposal from Blood Hound Private Locators for the Inspection of the Lift Station Sanitary Sewer Intake Pipe at Hoover Forest Preserve

Director Guritz reported this review of a second proposal from Blood Hound Private Licators for the inspection of the lift station sanitary sewer intake pipe at Hoover Forest Preserve was discussed and recommended for approval by Finance Committee.

Commissioner Hendrix made a motion to forward the second proposal from Blood Hound Private Locators for the inspection of the lift station sanitary sewer intake pipe at Hoover Forest Preserve. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

XVI. Hoover Rail Crossing Improvement Project Updates

Director Guritz reported that ComEd is requesting easements for service lines and a control house with a new meter. The estimate to grant the ordinance is \$40,000. The Omitrak easement is estimated at \$2,000. There is a possible grant with limited allowable charges to help fund the easements to Omitrak. The District will get funding from land agreements and will be charged for the crossing gates.

Commissioner Hendrix remarked that if there are gates then that area can be a no train horn zone. ‘

The board discussed the limitations of creating a quiet track zone at Hoover Forest Preserve.

XVII. Baker Woods Forest Preserve – Farm License Agreement Final Bid Packet

Director Guritz presented the Baker Woods Forest Preserve farm license agreement final bid packet. A final contract will be brought to the board. This will be set for a September 7th opening.

XVIII. Executive Session

None.

XIX. Other Items of Business

Director Guritz reported there was an article on the grants the District received. There was a sponsorship packet for the 3:1 match grant that was approved by the Forest Foundation.

The board discussed the increases in program participation in Natural Beginnings.

Director Guritz reported the grating at Henneberry is complete and the Hobbit Tunnel has been started at Hoover.

A summary of action items was presented.

XX. Citizens to be Heard

There were no citizens in attendance.

XXI. Adjournment

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Flowers. Aye, all. Meeting adjourned at 7:05 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District