

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

**SEPTEMBER 14, 2016**

**I. Call to Order**

President Wehrli called the meeting to order at 5:35 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Cullick, Davidson, Gilmour, Purcell, Shaw, and Wehrli all were present.

**III. Approval of Agenda**

Commissioner Cullick made a motion to approve the agenda as presented. Seconded by Commissioner Shaw. All, aye. Opposed, none. Motion passed unanimously.

**IV. Citizens to be Heard**

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

**V. Director's Report**

Director Guritz reported that the District is experiencing peak season programming. The District is also investigating reports of encroachments on District property.

Wedding season is in full swing at Ellis. Pasture and barn improvements are nearly completed to accommodate Sunrise Center North horses and programming.

The Hoover Nature Play Space Phase 1A project is scheduled for completion by the Fall Fest on October 8, with plans to invite special event guests to assist with butterfly garden planting efforts.

Efforts to secure sponsors for the 5K "Monster Dash" and Family Fund Day are underway, the Commission is invited to forward contacts for potential sponsors.

The District is discussing a potential intergovernmental agreement with the Kendall County Highway Department for a tree planting project to mitigate tree impacts associated with the Eldamain road corridor improvements.

The District is fielding and working to address neighbor complaints. The first is for sound amplification at Ellis House. Sound decibel metering of a wedding event earlier in the year indicated that the District is well below nuisance thresholds. The second is a complaint of overgrowth of vegetation on District property. The third complaint registered is a request

from the Village of Montgomery to address bridge timber replacement and asphalt path improvements along a 150' section of trail at Blackberry Creek Forest Preserve.

Controlled burn season will be getting underway, with a \$2,500 grant extended from the Forest Foundation to support the purchase of prescribed burn safety equipment for District staff and trained volunteers. The District plans to co-host a training burn at Millbrook North in the NRCS easement area in partnership with the NRCS, and will support consultant efforts to burn a portion of Schessler's Fen later in fall.

Additional small training burns will be conducted in District preserve areas.

Commissioner Davidson inquired into the increase of Cottonwood trees in restored forest areas. Director Guritz stated that controlled burns will assist with managing cottonwood saplings. Separately, the preliminary budget includes funding for a Natural Areas Management Technician to support habitat management and improvements within District natural areas.

## **VI. IDNR Report and Request – Chronic Wasting Disease Incidence Rate Monitoring and Request for Support and Use of District Preserves for Population Sampling and Control**

Director Guritz presented a report and letter of request received from the IDNR requesting use of District property to support management of Chronic Wasting Disease in Kendall County.

The Committee discussed recent activity and impacts from deer exhibiting symptoms of CWD.

Director Guritz recommended extending an opportunity to the IDNR to conduct management activities in remote preserve areas that are not publically accessible to assist with monitoring for hunter encroachment within remote preserve areas.

The Committee of the Whole discussed the request and reviewed the sampling and incidence report figures for Kendall County in detail. Instruction was received to communicate to the IDNR that sharpshooting will not be allowed in District preserve areas for the upcoming deer management season.

Director Guritz reported that the IDNR will be hosting a public seminar on CWD at Meadowhawk Lodge in September, and encouraged the Board to attend.

## **VII. Ellis House and Equestrian Center FEMA Flood Damage Funding Availability – Insurance Coverage Requirements and Proposal**

Director Guritz presented correspondence and insurance coverage quotes received from Wine Sergi Insurance. The District has been notified that FEMA funds totaling \$28,515 is

available to the District if the District secures the required flood insurance coverage. Wine Sergi extended a proposal for \$50,000 in coverage for an annual premium cost of \$1,336.

The Committee of the Whole provided direction to place the proposal for coverage on the Commission agenda for approval.

### **VIII. Winter Break Camp and Native American Field Trip Fees and Charges**

Director Guritz presented the fees and charges for the fall Native American school field trip program, and a new Winter Camp offering.

The Committee of the Whole provided direction to place the recommended fees and charges on the Commission agenda for approval.

### **IX. Special Event Insurance Proposals**

Director Guritz presented quotes received for special event insurance coverage for the Forest Foundation Fall Fest at Hoover Forest Preserve and the 5K Run and Family Fun Day at Ellis House and Equestrian Center. Cost per event is \$824. At this point, the District will extend a certificate of coverage to the Forest Foundation and Sunrise Center North for general liability. Separately, both agencies are looking into coverage options.

Director Guritz reported that the District's general liability deductible is paid on a per occurrence basis. If the claims are related to a single occurrence, multiple claims are paid under a single deductible. If the claims are unrelated, the District is required to pay the deductible against each claim presented.

### **X. Hoover Forest Preserve – Illinois Railway Pending Crossing Improvements**

Director Guritz informed the Committee that the Hoover Road railway crossing will be closed for road improvements on Wednesday, October 12. The underpass should still be open to provide pedestrian access to the preserve. This work is not related to the crossing gate improvements. At this point, the ICC has approved an administrative order for the development of cost assessments for the improvements. Improvements should be completed within the next 12 months.

### **XI. Preliminary FY 16-17 Operating Budget Review and Discussion**

The Committee of the Whole reviewed the preliminary FY 16-17 budget.

The preliminary budget includes a salary increase schedule, and includes projected costs for insurance cost increases.

President Wehrli stated that the Finance Committee will be taking a close look at the proposed budget, with a final budget presented to the Committee of the Whole for discussion in October.

Commissioner Purcell requested that a spreadsheet be prepared showing employee salaries for FY 15-16 compared to salaries proposed for FY 16-17.

## **XII. Executive Session**

Commissioner Cullick made a motion to enter into executive session under 2(c)1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Seconded by Commissioner Shaw.

Roll call: Commissioners Cullick, Davidson, Gilmour, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none. Executive Session called to order at 6:20 pm.

Commissioner Davidson made a motion to adjourn from executive session. Seconded by Commissioner Prochaska. Aye, all.

Regular meeting reconvened at 6:25 pm.

## **XIII. Other Items of Business**

Director Guritz encouraged Commission to pass along potential sponsor contacts for the upcoming 5K and Family Fun Day on October 29, 2016.

## **XIV. Adjournment**

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 6:27 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District