

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FINANCE COMMITTEE MEETING MINUTES**

**MARCH 1, 2017**

**I. Call to Order**

Finance Committee Chairman Cullick called the meeting to order at 5:39 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Davidson, Gilmour, Gryder, and Cullick all were present.

**III. Approval of Agenda**

Commissioner Gilmour made a motion to approve the agenda as presented. Seconded by Commissioner Cullick. Aye, all. Opposed, none.

**IV. Citizens to be Heard**

No public comments were offered by those in attendance.

**V. Approval to Forward Claims in an Amount Not-to-Exceed \$16,202.29.**

Commissioner Gryder made a motion to forward claims to Commission in an amount not-to-exceed \$16,202.29. Seconded by Commissioner Gilmour.

The Finance Committee reviewed the claims list.

Commissioner Cullick called the question. All, aye. Opposed, none.

**VI. Henneberry Forest Preserve Mitigation and Restoration Project #17-03-001 – Bid Results and Recommendations**

Director Guritz presented the bid results and recommendations for the Henneberry Forest Preserve Mitigation and Restoration Project.

Seven bids were received from qualified firms.

Director Guritz stated that SemperFi Land Inc. was the apparent low bidder on the project. The company is out of Yorkville, Illinois, and is well-qualified for the project having completed similar work for Will County Forest Preserve District and Cook County Forest Preserve District, both with positive reviews.

Director Guritz stated that the material suppliers are able to meet the requirements of the bid specifications.

Director Guritz stated that the recommendation is to enter contract for the base bid amount of \$179,449.00 plus \$16,588.00 for wood chip mulch installation around the planted trees and shrubs for a total contract cost of \$196,037.00.

The Finance Committee discussed the matching funds supporting the project including \$75,000 from Kendall County Highway for tree mitigation, \$15,000 from The Conservation Foundation, and another \$10,000 possible from the ComEd Green Region program.

The Finance Committee discussed whether plant and seed materials for the project could be spread over to other restoration project areas. Director Guritz stated that this could be possibly requested within the total bid amount for work scheduled, but the District has not planted soybeans as a best practice for two years to reduce weed competition, and the other areas continue to earn farm lease revenue.

Commissioner Davidson stated that the purpose of additional planting areas would be to demonstrate restoration project in other areas.

Commissioner Gilmour asked how many trees are scheduled for planting. Director Guritz stated that 1,000 units are scheduled, with 60% of the material required for mitigation.

Commissioner Davidson made a motion to forward a recommendation to Commission for approval of the contract base bid in the amount of \$179,449.00, plus \$16,588.00 for wood chip mulch installation around the planted trees and shrubs for a total contract cost of \$196,037.00. Seconded by Commissioner Gryder. All, aye. Opposed, none.

## **VII. Hoover Forest Preserve Water Main and Service Line Evaluations and Recommendations**

Director Guritz provided an update on the progress of the investigation into a possible leak in the water distribution system at Hoover Forest Preserve.

Director Guritz reported that Lucky Locators, Inc. is scheduled for locating services next week. Director Guritz stated that the current theory is that the Hoover Forest Preserve water main installed in 2008 may still be connected to the old Hoover Scout Camp water distribution system. All District water service lines are maintaining pressure.

Commissioner Davidson stated that the pressure should be the same throughout the system unless water is being used, or the system is leaking.

Water testing will be completed.

## **VIII. 2017 Recreational Trails Program Grant Overview – Millbrook South Multi-Use Trail Improvements**

Director Guritz presented an overview of proposed multi-use trail improvements at Millbrook South Forest Preserve, with the recommendation that the District leverage funds budgeted for ADA parking lot improvements to secure RTP funding for improving public access at Millbrook South Forest Preserve.

Director Guritz presented an exhibit and discussed possible access points in Millbrook South Forest Preserve. This includes possible connection entrance road and parking lot construction off of Hudson Street or Shagbark Lane, or improving the at-grade railroad trail crossing and parking lot off of Fox Drive.

Director Guritz stated that the exhibit presented would be too costly, and will be revised to bring the project costs into affordability by reducing the trail length.

Commissioner Davidson cautioned against upsetting residents who may not wish to have the preserve entrance located near their homes.

Director Guritz stated that a public hearing is scheduled and required as part of the grant application. Officials from the Village of Millbrook will be invited to attend to provide feedback. The exhibit that will be presented will include a 1-mile trail loop coming off of Fox Road and our existing gravel parking lot.

Director Guritz presented that there is a question on whether detention would be required. The Finance Committee suggested that this requirement would likely be waived due to the preserve's green space.

#### **IX. Trash and Recycling Services Overcharge Refund Update – Timeframe for Securing Quotes for Services**

Director Guritz presented an audited billing report prepared by Latreese Caldwell that showed the amounts overpaid to Republic Services by the District over the duration of the District's contract with the company.

Director Guritz stated that the request for quotations are under development, and the company is being contracted to request a refund.

#### **X. Artlip and Sons, Inc. Annual Maintenance Contract – Hoover Forest Preserve Geothermal Temperature Control System**

Director Guritz presented a proposal from Artlip and Sons, Inc. for an annual maintenance contract for the geothermal temperature control system. Commissioner Gryder made a motion to forward the Artlip & Sons, Inc. annual maintenance contract to Commission for consideration. Seconded by Commissioner Cullick.

Commissioner Gilmour suggested that the District may want to secure additional quotes. Director Guritz stated that this is a one year commitment, and Artlip & Sons, Inc. installed the system in place.

Commissioner Davidson stated that it is important to stick with contractors that know the systems in order to be cost effective. Artlip & Sons, Inc. has a strong reputation in the community.

**XI. Artlip and Sons, Inc. Proposal/Estimate for Replacement of a McQuay Evaporator Coil for a Cost of \$1,995.00**

Director Guritz presented a report on the need to replace a McQuay evaporator coil that is part of the geothermal heating and cooling system. Commissioner Gryder made a motion to forward the Artlip & Sons, Inc. repair contract to Commission for consideration.

Seconded by Commissioner Gilmour. All, aye. Opposed, none.

**XII. Executive Session**

Commissioner Cullick made a motion to enter into Executive Session under 2(c)1 of the Open Meetings Act for the purpose of discussing 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 Gilmour.

Commissioner Gryder adjourned from the meeting.

Roll call: Commissioners Davidson, Gilmour, and Cullick, aye. Opposed, none.

Executive session called to order at 6:25 pm.

Commissioner Gryder reentered the executive session at 6:30 pm.

Commissioner Gryder made a motion to adjourn from executive session. Seconded by Commissioner Gilmour. Aye, all.

Regular meeting reconvened at 6:45 pm.

**XIII. Citizens to be Heard**

No public comments were offered by those in attendance.

**XIV. Other Items of Business**

None.

**XV. Citizens to Be Heard**

None.

**XVI. Adjournment**

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Cullick. All, aye. Opposed, none. Meeting adjourned at 6:46 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District