

**KENDALL COUNTY FOREST PRESERVE DISTRICT
MEETING AGENDA
TUESDAY, JUNE 17, 2025
9:00 AM**

KENDALL COUNTY HISTORIC COURTHOUSE – THIRD FLOOR COURTROOM

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call: Brian DeBolt (President), Ruben Rodriguez (Vice President), Seth Wormley (Secretary), Scott Gengler, Jason Peterson, Zach Bachmann, Elizabeth Flowers, Matt Kellogg, Dan Koukol, and Brooke Shanley
- V. Approval of Agenda
- VI. Public Comments
- VII. ⁽¹⁾ **CONSENT AGENDA**
 - A. Approval of Minutes
 - Kendall County Forest Preserve District Finance Committee Meeting of May 29, 2025
 - Kendall County Forest Preserve District Commission Meeting of June 3, 2025
 - Kendall County Forest Preserve District Operations Committee Meeting of June 4, 2025
 - B. ⁽¹⁾ **MOTION:** Approval of Claims in the Amount of \$85,946.56
- VIII. **OLD BUSINESS**

No items posted for consideration.
- IX. **NEW BUSINESS**

No items posted for consideration.
- X. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)
- XI. Public Comments
- XII. Executive Session
- XIII. **OTHER ITEMS OF BUSINESS**

No items posted for consideration.
- XIV. Adjournment

(1) Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section I.G.3.b.v.a)

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

MAY 29, 2025

I. Call to Order

Chairman Wormley called the meeting to order at 4:05 pm in the Kendall County Historic Court House – Third Floor Courtroom.

II. Roll Call

	Bachmann		Koukol
X	DeBolt		Peterson
	Flowers		Rodriguez
	Gengler	X	Shanley
	Kellogg	X	Wormley

Commissioners DeBolt, Shanley and Wormley were all present.

III. Approval of Agenda

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

IV. Public Comments

No public comments were offered from citizens present.

V. Motion to Forward Claims to Commission for Approval

Commissioner Shanley made a motion to forward claims to Commission. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

VI. Review of Financial Statements for the Period Ending April 30, 2025

Executive Advisor Guritz presented the District's preliminary financial statements through April 30, 2025 and indicated that finances are on track and that May 2025 financials will be out soon.

VII. OLD BUSINESS

A. Ohio Valley Acquisition LLC – TC Energy Proposed Easements – Review and Discussion of Proposed Terms and Conditions

The Kendall County State's Attorney's Office has sent a draft to ANR. Kendall County GIS will calculate crop loss. Terms and Conditions to include necessary repairs to drain tiles. ANR requests that bond be in place for 2 years while the Kendall County State's Attorney's Office recommends for the life of the pipe.

Commissioner Shanley made a motion to forward the Ohio Valley Acquisition LLC – TC Energy Proposed Easements Terms and Conditions to Commission. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

VIII. NEW BUSINESS

A. Subat Nature Center Project – Review of a Proposal from 4-Seasons Landscaping Plus Turf Restoration

Proposal will be held onto while other options are explored

B. Subat Nature Center Project – Overview of Pending Change Orders **None.**

C. Review of an Amended Intergovernmental Agreement between the District, Village of Millbrook and Fox Township Affecting the Dobson Lane ROW Assignment and District's Easement Tracts 1 and 2 and South Abutment of the Old Millbrook Bridge

Executive Advisor Guritz reported to the Committee, the vacation process of the District's easements have changed since last discussed as the Village of Millbrook has vacated both tracks.

Finance Committee provided direction to assess cost for closing.

D. Review of a Plat of Vacation for the District's Tracts 1 and 2 Easements Affecting the Dobson Lane South Approach and Abutment of the Old Millbrook Bridge

None.

E. Yorkville-Bristol Sanitary District – Proposed Intergovernmental Agreement

Executive Advisor Guritz reported that Yorkville-Bristol Sanitary District will take over as operators, the agreement is in the process of being drafted for review.

F. LAI, Ltd. Proposal for Completion of Repairs to the Aeration System for the Wastewater Treatment Ponds at Hoover Forest Preserve

The full proposal has not yet been received. Proposal will be brought back once received.

IX. Other Items of Business

A. Wesley Hughes Estate – Correspondence and Timeline for Disbursement of Contributions

Kendall County State's Attorney James Webb indicted that he has been in communication regarding the matter. Final distributions are expected by the end of the calendar year.

B. Gov.Deals District Vehicle Bidding Results

Acting Director White provided updates for the two District vehicles that were listed on Gov.Deals. The 2008 F-350 Dump sold at \$5,150.00 and the 2011 F-350 Pick up Truck sold for \$9,300.00.

C. Land Acquisition

Finance Committee provided direction to gather more details.

D. Tax Bill – Springfield Updates

Executive Advisor Guritz provided an update on the proposed tax bill. Advisor Guritz indicated that the session went well and that the bill will get attached to another bill and head to the veto session.

X. Executive Session

None.

XI. Adjournment

Commissioner DeBolt made a motion to adjourn. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

Meeting adjourned at 4:40 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District

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

JUNE 3, 2025

I. Call to Order

President DeBolt called the meeting to order at 6:54 pm in the Kendall County Historic Courthouse – 3rd floor courtroom.

II. Pledge of Allegiance

The Pledge of Allegiance was recited at the start of the Kendall County Board Meeting.

III. Invocation

An invocation was offered at the start of the Kendall County Board Meeting.

IV. Roll Call

X	Bachmann	X	Koukol
X	DeBolt	X	Peterson
	Flowers	X	Rodriguez
	Gengler	X	Shanley
X	Kellogg	X	Wormley

Roll call: Commissioners Bachmann, Kellogg, Koukol, Peterson, Rodriguez, Shanley, Wormley, and DeBolt were all present.

V. Approval of Agenda

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

VI. Public Comment

No public comments were offered from citizens in attendance.

VII. CONSENT AGENDA

A. Approval of Minutes

- Kendall County Forest Preserve District Commission Meeting of May 20, 2025

B. MOTION: Approval of Claims in the Amount of \$204,597.26

President DeBolt recited the items posted to the Consent Agenda.

Commissioner Shanley made a motion to approve the Consent Agenda as presented. Seconded by Commissioner Peterson.

Motion: Commissioner Shanley
Second: Commissioner Peterson

Roll call: Consent Agenda

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Bachmann	X		Koukol	X	
DeBolt	X		Peterson	X	
Flowers			Rodriguez	X	
Gengler			Shanley	X	
Kellogg	X		Wormley	X	

Motion unanimously approved.

Roll call: Commissioners Bachmann, Kellogg, Koukol, Peterson, Rodriguez, Shanley, Wormley, and DeBolt aye. Opposed, none. Motion unanimously approved.

VIII. OLD BUSINESS

No items posted for consideration.

IX. NEW BUSINESS

No items posted for consideration.

X. Committee Chairman Reports: Commissioners Wormley (Finance) and Koukol (Operations)

Finance Chair Wormley reported no updates.

Operations Chair Koukol reported the next Operations Committee meeting is scheduled for June 4, 2025.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Other Items of Business

- A. Commissioner Kellogg provided an update on the Downstate Forest Preserve Amendment on the Sales Tax. Commissioner Kellogg stated that after communications with lobbyists and representatives, the Bill was not included with the expected draft. Recommendations would be to continue with veto session or in the fall session.
- B. Executive Advisor Guritz provided an update that the District would move forward with 5-year planning updates.

C. President DeBolt provided a summary on the Subat Nature Center project.

XIV. Adjournment

Commissioner Bachmann made a motion to adjourn. Seconded by Commissioner Koukol. Aye, all. Opposed, none. Meeting adjourned at 7:02 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District

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

JUNE 4, 2025

I. Call to Order

Committee Chair Koukol called the meeting to order at 5:30 pm in the Kendall County Historic Court House – 3rd Floor Courtroom.

II. Roll Call

X	Bachmann (entered the meeting at 5:31 pm)	X	Koukol
	DeBolt		Peterson
X	Flowers	X	Rodriguez
	Gengler		Shanley
	Kellogg		Wormley

Commissioners Flowers, Koukol, and Rodriguez were all present.

Commissioner Bachmann entered the meeting at 5:31 pm.

III. Approval of Agenda

Commissioner Flowers made a motion to approve the meeting agenda as presented. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

IV. Public Comments

No public comments were offered from citizens in attendance.

Commissioner Bachmann entered the meeting at 5:31 pm.

V. Review of Financial Statements and Cost Center Reports through May 31, 2025

Executive Advisor Guritz presented an overview of the financial statements and cost center reports through May 31, 2025.

VI. APPROVAL OF SPECIAL USE PERMITS

- A. Soil and Water Conservation District - Agriculture Career Field Trip Series – Meadowhawk Lodge – Week of June 9, 2025 (Final Date TBA) 9:00 AM to 3:30 PM Including Waiving of Fees and Charges**

Kendall County Soil and Water Conservation District recently informed the Forest Preserve District the space was no longer needed for the event.

- B. Kendall County Judiciary – Drug Court Graduation – Meadowhawk Lodge - August 15, 2025 from 11 AM to 5 PM Including Waiving Fees and Charges**

Commissioner Koukol made a motion to approve the Special Use Permit for Kendall County Judiciary – Drug Court Graduation – Meadowhawk Lodge – August 15, 2025 from 11 AM to 5 PM, including Waiving of Fees and Changes. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

VII. Grounds and Natural Resources Reports

A. Hoover-Fox River Bluffs RTP Trail Project Updates

The District is waiting on Prairie Archeology to complete work based on trail change.

B. Hoover Wastewater Treatment Facilities

- YBSD Intergovernmental Agreement – Not received yet
- LAI Repair Proposal – Not received yet

C. 2014 Ford F-150 Super Duty Truck Replacement Discussion

Committee provided direction to look at used vehicles vs. prices for new

D. Gov Deals Vehicle Sales Results

Acting Executive Director White provided updates for the two District vehicles that were listed on GovDeals. The 2008 F-350 Dump sold at \$5,150.00 and the 2011 F-350 Pick up Truck sold for \$9,300.00.

VIII. Environmental Education and Ellis House and Equestrian Center Reports

A. Mary M. Subat Nature Center Construction Project Updates

David Guritz, Executive Advisor, indicated that the panels are 75% complete and that the Center is 3 months out from opening.

B. Part Time and Seasonal Employees – New Hires

Stefanie Wiencke, Environmental Education and Public Outreach Division Manager, provided an update that the District has hired 3 seasonal and 2 part-time employees in the Education Department.

IX. Other Items of Business

Executive Advisor Guritz reported that the road easement near the hay field at Baker Woods had a concrete pad and turn around constructed by neighboring residents of the Preserve without prior permission or knowledge of the District.

X. Chairman's Report

None.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Adjournment

Commissioner Flowers made a motion to adjourn the meeting. Seconded by Commissioner Bachmann. Aye, all. Opposed, none. Meeting adjourned at 6:11 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District

Claims Listing

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	2047	COMED	2346189000061525	ComEd Ellis House	19001161 62270	Utilities	\$571.74
						Sub-Total	\$571.74
	124	BARRETT'S SOFT WATER COMPANY	0010381061525	Ellis Water Delivery	19001161 68580	Grounds and Maintenance	\$52.70
						Sub-Total	\$52.70
					Ellis Barn	Total	\$624.44
Ellis Birthday Parties	3380	AMAZON CAPITAL SERVICES	1VQL-CRYQ-4XTL	Iron horseshoe craft	19001165 63030	Program Supplies	\$155.96
						Sub-Total	\$155.96
					Ellis Birthday Parties	Total	\$155.96
Ellis Grounds	1060	JOHN DEERE FINANCIAL	41111-16361061525	Cap, plate, screw, lock nut	19001162 68580	Grounds and Maintenance	\$38.80
	1241	FREDERICK LEE LEGLER	214392	Generator Bi-annual service	19001162 68580	Grounds and Maintenance	\$563.11
						Sub-Total	\$601.91
					Ellis Grounds	Total	\$601.91
Ellis House	1323	MENARDS	25444	Sponges, faucet	19001160 62270	Utilities	\$142.32
						Sub-Total	\$142.32
	1060	JOHN DEERE FINANCIAL	11113-41567061525	Pest control, ortho weed control, fly traps	19001160 68580	Grounds and Maintenance	\$116.85
	1323	MENARDS	24136	Trash bags, toilet paper, lightbulbs, drill bit	19001160 68580	Grounds and Maintenance	\$109.77
Ellis Riding Lessons						Sub-Total	\$226.62
					Ellis House	Total	\$368.94
	541	FIRST NATIONAL BANK OF OMAHA	3583GuritzMay2025	Guritz Credit Card May 2025	19001164 63000	Animal Care & Supplies	\$1,218.57

541	FIRST NATIONAL BANK OF OMAHA	9181VickMay2025	Vick Credit Card May 2025	19001164 63000	Animal Care & Supplies	\$112.84
3380	AMAZON CAPITAL SERVICES	1R1H-9CPP-DDHH	Fly Face Masks for Horses	19001164 63000	Animal Care & Supplies	\$49.48
					Sub-Total	\$1,380.89
541	FIRST NATIONAL BANK OF OMAHA	9181VickMay2025	Vick Credit Card May 2025	19001164 63020	Vet & Farrier	\$178.88
					Sub-Total	\$178.88
				Ellis Riding Lessons	Total	\$1,559.77
3131	GROOT INC	14521560T102	Waste and Recycling	19001168 63070	Refuse Pickup	\$112.59
					Sub-Total	\$112.59
				Ellis Weddings	Total	\$112.59
541	FIRST NATIONAL BANK OF OMAHA	Wiencke6189May 2025	Wiencke Credit Card May 2025	19001178 63030	Program Supplies	\$205.31
3380	AMAZON CAPITAL SERVICES	1H6G-Y7K1-FDYW	Wagons, tissue box covers	19001178 63030	Program Supplies	\$332.14
3380	AMAZON CAPITAL SERVICES	1TCH-MWPR-146R	Toilet seats, moss	19001178 63030	Program Supplies	\$88.97
					Sub-Total	\$626.42
				Environmental Educ. Natrl	Total	\$626.42
1323	MENARDS	24933	River Rock	19001177 63030	Program Supplies	\$3.49
1323	MENARDS	25499	Soil, sand	19001177 63030	Program Supplies	\$9.54
3380	AMAZON CAPITAL SERVICES	14WD-3QX4-1TQV	Paint, name tags	19001177 63030	Program Supplies	\$28.53
3380	AMAZON CAPITAL SERVICES	1DDJ-K6QD-KCP4	Summer Camp Supplies	19001177 63030	Program Supplies	\$250.65
3380	AMAZON CAPITAL SERVICES	1FRH-6VNW-HDQW	Clay, funnels	19001177 63030	Program Supplies	\$21.39
3380	AMAZON CAPITAL SERVICES	1HCC-9XN7-973G	Painting sponges, mirrors, fake earthworms	19001177 63030	Program Supplies	\$59.94
3380	AMAZON CAPITAL SERVICES	1HM3-FQFL-94CR	Poison Ivy Wipes	19001177 63030	Program Supplies	\$34.64
3380	AMAZON CAPITAL SERVICES	1MV9-1R14-4QD9	Folders	19001177 63030	Program Supplies	\$11.24
					Sub-Total	\$419.42

Ellis Weddings

Environmental Educ. Natrl Beg.

Environmental Education Camps

	899997	OTP SEC DEP REFUND	061520251	Summer Camp Refund	19001177	63040	Security Deposit Refund	\$150.00
	899997	OTP SEC DEP REFUND	0615252	Summer Camp Refund	19001177	63040	Security Deposit Refund	\$125.00
							Sub-Total	\$275.00
						Environmental Education	Total	\$694.42
	899995	OTP EMPLOYEE REIMB	0615251	Reimbursement for crickets	19001176	63030	Program Supplies	\$5.44
Environmental Education School							Sub-Total	\$5.44
						Environmental Education	Total	\$5.44
	541	FIRST NATIONAL BANK OF OMAHA	3583GuritzMay2025	Guritz Credit Card May 2025	190011	62000	Office Supplies	\$1.00
	3380	AMAZON CAPITAL SERVICES	1T39-LJYW-JCTQ	Envelopes	190011	62000	Office Supplies	\$19.45
							Sub-Total	\$20.45
Forest Preserve Director	1199	KLUBER, INC.	9581	Subat Professional Services	190411	62150	Contractual Services	\$3,171.23
	1665	SHAW MEDIA	10085118061525	Website Hosting	190011	62150	Contractual Services	\$59.99
	1937	WIRE WIZARD OF ILLINOIS INC	365445	Pickerill Alarm Monitoring	190011	62150	Contractual Services	\$180.00
							Sub-Total	\$3,411.22
	2047	COMED	0616965000061525	ComEd Harris Arena	190011	63510	Electric	\$33.33
	2047	COMED	1017879000061525	ComEd Baker Woods	190011	63510	Electric	\$26.63
	2047	COMED	2873479000061525	ComEd Richard Young	190011	63510	Electric	\$31.33
	2047	COMED	6611022222061525	ComEd Jay Woods	190011	63510	Electric	\$30.98
	2047	COMED	7991865000061525	ComEd Harris	190011	63510	Electric	\$107.74
							Sub-Total	\$230.01
	928	INNOVATIVE UNDERGROUND, LLC	2589	Field tile-cleaning, televising, assessing	190711	66500	Miscellaneous Expense	\$3,750.00

											Sub-Total	
											Grounds and Natural	Total
Hoover	1937	WIRE WIZARD OF ILLINOIS INC	365443	Meadowhawk Alarm Monitoring		19001171	62270	Utilities				\$378.75
	1937	WIRE WIZARD OF ILLINOIS INC	365446	Rookery Alarm Monitoring		19001171	62270	Utilities				\$180.00
												\$105.00
												\$285.00
	899997	OTP SEC DEP REFUND	126	Blazing Star and Kingfisher Sec Dep Refund		19001171	63040	Security Deposit Refund				\$200.00
	899997	OTP SEC DEP REFUND	261	Meadowhawk Sec Dep Refund		19001171	63040	Security Deposit Refund				\$215.00
												\$415.00
	1060	JOHN DEERE FINANCIAL	11113-29745061525	Grounds supplies and equipment		19001171	63110	Shop Supplies				\$75.73
	1323	MENARDS	20975	Soap, cleaner, mops,		19001171	63110	Shop Supplies				\$111.75
												\$187.48
Pickerill - Pigott												\$887.48
	899997	OTP SEC DEP REFUND	296	Pickerill Sec Dep Refund		19001184	63040	Security Deposit Refund				\$227.50
												\$227.50
	2047	COMED	156566511061525	ComEd Pickerill House		19001184	63100	Electric				\$43.61
	2047	COMED	9438565000061525	ComEd Pickerill Shelter		19001184	63100	Electric				\$19.52
	4631	GRNE NELNET HOLDCO 2023 LLC	CI-000474033	Pickerill Solar		19001184	63100	Electric				\$274.24
												\$337.37
												\$564.87
												\$85,946.56