

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

JUNE 5, 2018

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
X	Davidson (entered the meeting at 6:08 pm)	X	Hendrix (entered the meeting at 6:03 pm)
X	Flowers	X	Kellogg
X	Gilmour	X	Prochaska
	Giles	X	Purcell

Commissioners Cullick, Gryder, Kellogg, Prochaska, Purcell, Flowers, and Gilmour all were present. Commissioner Hendrix entered the meeting at 6:03 pm. Commissioner Davidson entered the meeting at 6:08 pm.

V. Approval of Agenda

Commissioner Gryder made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Cullick. 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 \$20,270.79

Commissioner Prochaska made a motion to approve claims in an amount not-to-exceed \$20,270.79. Seconded by Commissioner Flowers.

President Gilmour remarked Finance Committee did not meet.

Commissioner Kellogg asked if the limestone purchase was for the Hoover driveways.

Director Guritz replied that the purchases were for road maintenance.

Commission discussed and offered suggestions on the limestone grade mix size for Hoover Forest Preserve.

Commissioner Hendrix entered the meeting room at 6:03 pm.

Motion: Commissioner Prochaska					
Second: Commissioner Flowers					
Roll call: Claims					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

VIII. Approval of Minutes

- **Kendall County Forest Preserve District Commission Meeting Minutes of May 15, 2018**

Commissioner Hendrix made a motion to approve the Commission meeting minutes of May 15, 2018. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

OLD BUSINESS

No items were scheduled for discussion.

NEW BUSINESS

IX. Motion: Approval of a Proposal from Wire Wizard of Illinois, Yorkville, Illinois for the Installation and Repair of the Hoover Forest Preserve Fire Alarm Monitoring Panel Components for an Amount Not-to-Exceed \$2,150.00

Commissioner Hendrix made a motion to approve a proposal from Wire Wizard of Illinois, Yorkville, Illinois for the installation and repair of Hoover Forest Preserve fire alarm monitoring for an amount not-to-exceed \$2,150.00. Seconded by Commissioner Flowers.

Director Guritz remarked that in May, Commissioners approved the proposal to reconnect the fire alarm monitoring line to Blazing Star bunk house. The reconnection went well but exposed issues with the monitoring panel.

Commissioner Purcell asked what budget the payment was being expended from.

Director Guritz replied the cost will come from the capital projects of Hoover budget that was approved in December.

Commissioner Davidson entered the meeting room at 6:08 pm.

Motion: Commissioner Hendrix

Second: Commissioner Flowers

Roll call: Approval of Proposal from Wire Wizard of Illinois

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion carried by a vote of 8:1.

X. Motion: Approval of a Proposal from Jeff Wehrli Excavation, Inc. of Naperville, Illinois for Drainage Swale Grading, Berming, and Soil Erosion Control at Henneberry Forest Preserve for a Cost Not-to-Exceed \$1,250.00

Commissioner Purcell made a motion to approve the proposal from Jeff Wehrli Excavation, Inc. for drainage swale grading, berming, and soil erosion control at Henneberry Forest Preserve for a cost not-to-exceed \$1,250.00. Seconded by Commissioner Cullick.

Commissioner Purcell asked how much was budgeted for this item.

Director Guritz replied nothing was budgeted for this specific project, but there is possible savings within the Henneberry restoration project that may offset a portion of the costs for completion for this project. Completing this project will address issues with stormwater drainage into the neighboring subdivision.

Commissioner Gryder asked if the issue was inherited from the property or if it is from the restoration project.

Director Guritz responded that the issue is due in part to the decay of the tile system underground.

Commissioner Kellogg asked what construction materials needed to be purchased.

Director Guritz responded that stone will need to be brought in to stabilize the berm.

The board gave direction to make sure that the issue is one the District should address, as opposed to the subdivision's responsibility, and not to create a problem with what is going into the previously installed storm drain.

Commissioner Davidson remarked that historically there was a waterway going through the area that is more of an issue than the broken tile.

Commission discussed the pros and cons of the addition of the berm at Henneberry.

Commissioner Purcell asked where this would be funded in the budget.

Director Guritz responded that it could come from Operating Fund for budget for preserve improvements.

Motion: Commissioner Purcell					
Second: Commissioner Cullick					
Roll call: Proposal from Jeff Wehrli Excavation, Inc.					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers		X	Kellogg
		Giles	X		Prochaska
X		Gilmour		X	Purcell
Motion carried by a vote of 7:2.					

XI. Motion: Approval of the Purchase of 2-Adult and 2-Child Epinephrine Auto Injectors for a Cost Not-to-Exceed \$1,503.96 from Walgreens of Yorkville, Illinois

Commissioner Hendrix made a motion to approve the purchase of 2-adult and 2-child epinephrine auto injectors for a cost not-to-exceed \$1,503.96 from Walgreen of Yorkville, Illinois. Seconded by Commissioner Purcell.

Director Guritz remarked that there has been research done to find low cost source supply of the auto injectors. There have not been donations or grant programs identified to reduce the cost at the moment, but the epinephrine auto injectors are needed for summer camps. The cost will be carried within the Nature Beginnings, Summer Camps, and Ellis House and Equestrian Center program cost centers.

President Gilmour noted that all the staff will be trained by the Red Cross on epinephrine use.

Motion: Commissioner Hendrix					
Second: Commissioner Purcell					
Roll call: Purchase of Epinephrine Auto Injectors					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carried by a vote of 8:1.					

XII. MOTION: Approval of a Proposal from American Bedding Mfg., Inc. of Athens, TN for the Purchase of 55 Replacement Bunk Mattresses for Hoover Forest Preserve for a Cost Not-to-Exceed \$3,264.26

Commissioner Hendrix motioned to approve the proposal from American Bedding Mfg., Inc. for the purchase of 55 replacement mattresses for a cost not-to-exceed \$3,264.26. Seconded by Commissioner Flowers.

Director Guritz remarked that this is to replace mattresses that are worn out.

Commissioner Purcell asked if this was budgeted for.

Director Guritz responded it was and that each mattress was budgeted for \$100.00. The proposed purchase of replacement mattresses will be less than anticipated.

Commissioner Gryder asked if this is in response to the Department of Health inspection.

Director Guritz replied it is in response to their recommendations.

Motion: Commissioner Hendrix					
Second: Commissioner Flowers					
Roll call: Proposal from American Bedding Mfg., Inc.					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XIII. MOTION: Approval of a Proposal from Johnson Seat & Canvas of Cortland, Illinois for the Purchase of Canvas Blind Replacements for the Hoover Forest Preserve Bunk Cabins for a Cost Not-to-Exceed \$6,120.00

Commissioner Cullick mad a motion to approve a proposal from Johnson Seat & Canvas for the purchase of canvas blind replacements for a cost not-to-exceed \$6,120.00. Seconded by Commissioner Gryder.

Commissioner Purcell asked if this is also required by State recommendations.

Director Guritz replied that this is an IDPH requirement, and the canvas screening will help provide privacy screening as well as wind protection in the summer and winter.

Motion: Commissioner Cullick

Second: Commissioner Gryder

Roll call: Proposal from Johnson Seat & Canvas

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XIV. MOTION: Approval of a Bill of Sale for the Purchase of the Lesson Horse “Beau” from Marcia Srocynski of Shorewood, Illinois Following the Conclusion of a 21 -day Trial Period in the Amount of \$750.00

Commissioner Flowers made a motion to approve the bill of sale for the purchase of the lesson horse “Beau” from Marcia Srocynski in the amount of \$750.00. Seconded by Commissioner Prochaska.

Commissioner Hendrix asked if Beau is currently being used as a lesson horse.

Director Guritz responded that Kris and Danielle met and rode Beau but he will not be rode as a lesson horse until the trial period.

Motion: Commissioner Flowers

Second: Commissioner Prochaska

Roll call: Approval of bill of sale for lesson horse

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XV. Motion: Approval of the Assignment of President Gilmour to the Kendall County Forest Preserve District’s Operations Committee with the Concurrent Discharge of Commissioner Tony Giles from the Operations Committee

Commissioner Hendrix made a motion to approve the assignment of President Gilmour to the Kendall County Forest Preserve District’s Operations Committee with the Concurrent Discharge of Commissioner Tony Giles from the Operations Committee. Seconded by Commissioner Prochaska.

President Gilmour remarked that the purpose of this is to allow a better chance for a quorum for Operations Committee meetings.

Motion: Commissioner Hendrix					
Second: Commissioner Prochaska					
Roll call: Assignment of President Gilmour to Operations Committee					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XVI. Executive Session

Commissioner Cullick made a motion to enter into executive session under 2(c)1 and 2(c)5 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; and to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Seconded by Commissioner Prochaska.

Executive session was called to order at 6:52 pm.

Motion: Commissioner Cullick					
Second: Commissioner Prochaska					
Roll call: Executive Session 2c1/2c5					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carries by a vote of 8:1.					

Commissioner Flowers left executive session at 7:12 pm, returned at 7:18 pm.

Commissioner Hendrix made a motion to adjourn executive session. Seconded by Commissioner Kellogg. Aye, all. Opposed, none. Regular meeting reconvened at 7:27 pm.

XVII. Other Items of Business

Director Guritz remarked that there was a report sent to Commission from States Attorney's Office to review. The terms of the proposed contract for the use of the Pickerill house was discussed.

Commissioner Purcell asked if it is preferred to have a staff member at the preserve.

Director Guritz replied that a staff member in residence is preferred to support preserve maintenance, and to address the need to secure the Estate house.

Commissioner Purcell asked Assistant State's Attorney Johnson if the value of the monthly use of the Estate house is able to fully cover the employee's wages for work performed.

Assistant State's Attorney Johnson replied that if the lodging is offered and accepted by the employee, the full market value of the benefit can be counted as the employee's pay so long as the District properly accounts for the deduction of wages within each payroll.

Director Guritz remarked that residency on District property is less desirable than living off property because of the additional responsibilities for the staff member maintaining a residence. At this point, there is not a significant amount of maintenance work that needs to be initially performed at the forest preserve, which is not currently open to the public.

Assistant State's Attorney Johnson remarked that there would need to be documentation on market value of the house, as well as utilities and other costs.

Director Guritz remarked that rewriting the proposed contract would require additional work beyond the proposed short-term lease agreement.

XVIII. Citizens to Be Heard

None.

XIX. Adjournment

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Cullick. Aye, all. Opposed, none. Meeting adjourned at 7:42 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District