McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF JANUARY 19, 2017

1.0 CALL TO ORDER
The Regular Monthly Meeting of the Board of Trustees of the McHenry County Conservation District was called to order at 7:00 p.m. by President Heinsohn on the evening of Thursday, January 19, 2017 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

2.0 ROLL CALL
2.1 Roll Call
Trustees Present: Bona Heinsohn, President
Stephen Barrett, Vice President
Brandon Thomas, Treasurer
David Kranz, Secretary
Pete Merkel, Trustee
Vern Scacci, Trustee
David Brandt, Trustee

Counsel & Staff Present: Robert K. Bush, Legal Counsel
Elizabeth S. Kessler, Executive Director
John Kremer, Director of Operations & Public Safety
Andy Dylak, Director of Finance & Administration
Ed Collins, Director of Land Preservation & Natural Resources
Wendy Kummerer, Marketing & Communications Manager
Anne Basten, Executive Assistant
John Berg, Facilities Maintenance Manager
Deb Chapman, Educational Services Manager
Sara Denham, Wildlife Resource Center Manager
Jeff Diedrick, Police Chief
Jenny Heider, Human Resource Manager
Amy Peters, Planning Manager
Val Siler, Land Preservation Manager
Brad Woodson, Natural Resource Manager
Perry Weborg, Sites & Fleet Manager

3.0 PLEDGE OF ALLEGIANCE
President Heinsohn led the Pledge of Allegiance.

4.0 CONSERVATION ETHIC
Trustee Brandt read the Conservation Ethic aloud and Trustee Merkel read Goal number 4.
5.0 PUBLIC COMMENTS
There were no public comments presented this evening.

6.0 PRESENTATIONS/INTRODUCTIONS
There were no presentations or introductions this evening.

7.0 COMMITTEE ASSIGNMENTS & REPORT
7.1 Trustee Reports on Conferences & Meetings Attended
   7.1a Fox River Ecosystem Partnership
   Trustee Scacci reported that the next meeting would be in
   February. He was unable to attend the January meeting.

   7.1b Chicago Metropolitan Agency for Planning (CMAP)
   Director of Land Preservation and Natural Resources Collins
   reported that the most recent meeting focused on discussions of
   protecting infrastructure with the increasing number and intensity of
   weather related episodes.

   7.1c Chicago Wilderness
   Executive Director Kessler reported that the Chicago Wilderness
   Executive Committee will meet on January 25, 2017 at the Field
   Museum and that she would be leading a discussion on environmental
   policy. Director of Land Preservation and Natural Resource Collins
   reported that seventeen (17) counties of Illinois have completed the
   mapping of oaks. Wisconsin is also complete and they are now moving
   into Michigan and Indiana with the project.

   7.1d Agricultural Conservation Easement and Farmland
   Protection Commission
   President Heinsohn reported that there had been no meetings in
   January.

   7.1e IACFDP/IAPD/NRPA
   Executive Director Kessler reported that the IACFDP had met
   earlier this same day but she was not able to call in due to there being
   no cell phone reception in the remote meeting room. IAPD was
   scheduled to meet on January 21, 2017 and that she would be in
   attendance to represent the District at the Annual Business Meeting.

   7.1f McHenry County Conservation Foundation
   Trustee Brandt reported that the Foundation had elected officers
   with Brad Semel re-elected as President. The Ridgefield Trace “Close
   the Gap” online fundraiser was close to $3,000 in donations and is being
   organized in cooperation with the McHenry County Bicycle Advocates.
   The Foundation’s accountant presented the Unaudited Financial
   Statements and Accountant’s Compilation Report for Fiscal Year 2016

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and the 990. The Board of Directors also discussed the types of not-for-profit foundations and the required reporting requirements.

7.1g McHenry County Council of Governments
Vice President Barrett did not attend the most recent meeting.

7.1h Green Drinks Crystal Lake
Secretary Kranz reported that Senator Pamela J. Althoff and Representative Steve Andersson had given a presentation on the Future Illinois Clean Jobs Bill and talked about how Illinois is leading in the area of alternative energy. Former Representative Michael W. Tryon also attended and shared some of his accomplishments while in office.

7.1i Conservation Congress - State of Conservation
President Heinsohn reminded the Board that the follow up event and discussion is scheduled for February 9, 2017 at the Lost Valley Visitor Center and would be posted as a public meeting. The McHenry County Conservation Foundation has generously donated $300 for food and beverages.

7.2 Finance & Administrative Committee - Scheduled Meeting Cancelled
The meeting for this evening was cancelled to accommodate the Committee of the Whole long-range planning meeting.

7.3 Outreach & Advocacy Committee - Scheduled Meeting Cancelled
7.3a Outreach & Advocacy Meeting Minutes for December 16, 2016
A motion was made by Secretary Kranz, seconded by Trustee Brandt, to approve the Outreach & Advocacy Meeting Minutes for December 16, 2016 as presented and recommend acceptance by the full board. A voice vote resulted in all ayes.
Motion passed unanimously.

8.0 COUNTY BOARD LIAISON REPORT
There is no Liaison appointed yet.

9.0 BOARD BUSINESS - CONSENT AGENDA
9.1 Approval of Minutes
9.1a December 15, 2016

9.2 Board Committee Minutes to be Received and Placed on File
9.2a Outreach & Advocacy Minutes for December 16, 2016

9.3 Motion to approve the destruction of listed verbatim recordings of Executive Session Meetings between January 2015 and June 2015 in compliance with the Illinois Open Meetings Act.

9.4 Motion to authorize the release of listed Executive Session Minutes to the public domain in compliance with the Open Meetings Act.
9.5 Motion to authorize the submission of a grant application to the Illinois Commerce Commission (ICC) Grade Crossing Protection Fund to assist in funding the Ridgeway Trace Railroad Crossing at Oak Street.

9.6 Motion to submit a letter of request to the McHenry County Division of Transportation to equitably share in the Ridgefield Trace railroad crossing at Oak Street project in an amount up to $60,000 to meet the local match required by the Congestion Mitigation and Air Quality Grant.

9.7 Motion to authorize the Executive Director to execute an Independent Company’s Agreement for Electric and Natural Gas Management Consultant Services District-wide with Midwest Energy Inc. of Burr Ridge, IL to prepare specification and let bids for the procurement of energy when the time is most advantageous, and to authorize the Executive Director to enter into an agreement with the winning bidder.

Item 9.5 was pulled from the consent agenda as it the grant opportunity is no longer available to the District.

A motion was made by Vice President Barrett, seconded by Trustee Brandt, to approve Board Business - Consent Agenda items 9.1 through 9.4 and 9.6 and 9.7 as presented. A roll call vote gave the following results: Barrett-yes, Scacci-yes, Thomas-yes, Kranz-yes, Merkel-yes, Brandt-yes, Heinsohn-yes.

Motion passed unanimously.

10.0 OTHER BOARD BUSINESS

10.1 Approval of Bills Payable for the Month of December 2016

A motion was made by Treasurer Thomas, seconded by Trustee Merkel, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending December 31, 2016 as presented. A roll call vote gave the following results: Thomas-yes, Merkel-yes, Barrett-yes, Kranz-yes, Brandt-yes, Scacci-yes, Heinsohn-yes.

Motion passed unanimously.

10.2 Acceptance of Treasurer’s Report

A motion was made by Treasurer Thomas, seconded by Vice President Barrett, to accept the Treasurer’s Report for December 31, 2016 as presented. A roll call vote gave the following results: Merkel-yes, Brandt-yes, Kranz-yes, Barrett-yes, Scacci-yes, Thomas-yes, Heinsohn-yes.

Motion passed unanimously.

10.3 Quarterly Investment Report - Third Quarter

A motion was made by Treasurer Thomas, seconded by Trustee Merkel, to accept the Quarterly Investment Report for the Third Quarter (October 2016-December 2016) as presented. A roll call vote gave the following results: Scacci-yes, Kranz-yes, Brandt-yes, Merkel-yes, Thomas-yes, Barrett-yes, Heinsohn-yes.

Motion passed unanimously.
10.4 Consideration of Second Amendment License Agreement for Temporary Access - 300 West, LLC and Arnold Magnetic Technologies Corporation for Installation & Maintenance of Groundwater Monitoring Wells - Resolution #17-01

Land Preservation Manager Siler reported that the District has been asked to allow for four (4) additional locations for testing to measure the distance of the plume. In addition, spoils from previous work areas need to be removed and insurance certificates are currently not in compliance. The consensus is that no agreement will be executed until it meets with the District’s insurance requirements and terms. Executive Director Kessler noted that she would be meeting with the IEPA, Attorney General’s Office, Senator Pamela J. Althoff and Special Counsel Attorney Grossmark in Springfield, IL next Tuesday, January 24, 2017.

A motion was made by Trustee Brandt, seconded by Secretary Kranz, to adopt Resolution #17-01 authorizing the Executive Director to execute the Second Amendment to License Agreement for Temporary Access and Construction with 300 West, LLC and Arnold Magnetic Technologies Corporation once it meets the terms set by our insurance company and attorneys. A roll call vote gave the following results: Brandt-yes, Barrett-yes, Merkel-yes, Scacci-yes, Thomas-yes, Kranz-yes, Heinsohn-yes.

Motion passed unanimously.

10.5 Fox Bluff Conservation Area Building Demolition Discussion on Project Scope & Budget with Featherstone, Inc. of Downers Grove, IL

Director of Operations and Public Safety Kremer explained the results of a cost estimate completed by our consultant Featherstone, Inc. He reported that $300,000 has been budgeted which will get the asbestos and lead remediation completed on all thirty five (35) structures and demolition completed on six (6) of the ten (10) structures considered Priority One. These buildings including the dining hall, arts and crafts, Riverview lodge, Save, office, and Dorm #3.

Featherstone estimated that a total of $552,000 would complete all of the above plus the demolition of the remaining twelve (12) structures requiring professional demolition contractors. Demolishing all eighteen (18) structures at one time could capture a $73,000 savings due to the economy scale and a single mobilization fee. District staff can demolish the last seventeen (17) structures as funds and time allow once the remediation has occurred, for a material removal cost that has not been estimated.

Staff recommended a conservative approach due to the limited funding available in the Capital Improvement Plan (CIP) Fund and recommend proceeding with the budgeted amount of $300,000 since this approach removes the structures that are considered most urgent.

The consensus was to recommend proceeding with the bidding for the asbestos and lead remediation of all structures at Fox Bluff Conservation Area and the demolition and removal of structures A through F. The authorization to create the bid specifications for remediation and demolition was given at
the August 18, 2016 meeting but the resulting figures were higher than budgeted and required a further reduction in the scope of the project.

10.6 Prairie Trail Discussion - Consideration of Maintenance & Repairs to the Rt. 14 & Main Street Bicycle & Pedestrian Underpass - Proposed Intergovernmental Agreement with the City of Crystal Lake, Illinois Department of Transportation & McHenry County Conservation District

President Heinsohn reported that Secretary Kranz, Executive Director Kessler and she as the District’s negotiation team met with Senator Pamela J. Althoff, the Illinois Department of Transportation (IDOT) and the City of Crystal Lake on January 5, 2017. The City of Crystal Lake and District requested that IDOT evaluate the structure of the underpass in lieu of expending additional taxpayer dollars on an independent study, since IDOT’s engineers are capable of the work. Executive Director Kessler reported that she had followed-up with an email on January 5, 2017 recapping her understanding of the meeting and had not received a response to whether her understanding was correct.

Executive Director Kessler also reported that the City of Crystal Lake will be amending the draft Intergovernmental Agreement presented in January 2016 and will be including the Illinois Department of Transportation as requested by the City of Crystal Lake. President Heinsohn reported that she anticipates that the Intergovernmental Agreement will read that the City of Crystal Lake would be transferring ownership of the tunnel to the District and that the District would implement any needed repairs as public safety needs are identified and funding allow. Trustee Scacci expressed concern for the District agreeing to take full responsibility for the tunnel since the District was not party to the original agreement and that the Board of Trustees had only voted on getting additional information on the underpass under Rt. 14 from the Illinois Department of Transportation and cost sharing for an independent study. President Heinsohn stated that there was no action required at the time until the amended Draft Intergovernmental Agreement is received back from the City of Crystal Lake.

11.0 PRESIDENT’S REPORT

President Heinsohn, Secretary Kranz, with Trustee Brandt substituting for Secretary Kranz for one meeting, and Executive Director Kessler, have been meeting with the newly elected County Board Members to provide them with basic background on the role and responsibilities of the agency under the Conservation District Act.

Dates for a possible Meet & Greet have been presented to Chairman Jack D. Franks but no date has been identified. Our Board designees will continue to meet with newly elected County Board members individually.

12.0 TRUSTEES’ REPORTS

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Trustee Brandt highlighted the 2016 seed collection data, which used 363 hours of volunteer time to collect enough dried and processed seed to save the District over $100,000 at the fair market value.

13.0 EXECUTIVE DIRECTORS' REPORT
   13.1 Quarterly Dashboard - Third Quarter
   13.2 Strategic Plan FY 2016-2020: Year-Third Quarter
   13.3 ADA Transition Plan: Year 5-Third Quarter
   13.4 News Highlights - October-December 2016

   Executive Director Kessler stated that after this evening's long-range planning and budget discussion, the strategic plan tactics would be reviewed and amended if necessary to align with the direction provided. She will also be meeting with all of the Divisions/Branches starting the following week, to present the facts from the Committee of the Whole meeting and answer any questions from staff.

14.0 EXECUTIVE SESSION
   A motion was made by Vice President Barrett, seconded by Trustee Brandt, to go into Executive Session pursuant to Exception 2C2 (Collective Bargaining) and 2C21 (Review of Closed Session Minutes) of the Open Meeting Act. A roll call vote gave the following results: Kranz-yes, Thomas-yes, Scacci-yes, Brandt-yes, Barrett-yes, Merkel-yes, Heinsohn-yes.

15.0 ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION
   There was no action taken on items discussed in Executive Session.

16.0 ADJOURN
   A motion was made by Vice President Barrett, seconded by Treasurer Thomas, to adjourn the meeting. A voice vote resulted in all ayes.
   
   Motion passed unanimously. Meeting adjourned at 8:41 p.m. January 19, 2017.

   Respectfully submitted,

   David Kranz, Secretary

   Date