McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF JUNE 22, 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 6:00 p.m. by President Pro Tempore Barrett on the evening of Thursday, June 22, 2017 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

2.0 ROLL CALL
Trustees Present: Stephen Barrett, President Pro Tempore
Brandon Thomas, Treasurer
David Kranz, Secretary
Pete Merkel, Trustee
David Brandt, Trustee

Trustee Absent: Vern Scacci, Trustee

Counsel & Staff Present: Robert "Bob" Nowak, County Board Liaison
Robert K. Bush, Legal Counsel
Elizabeth S. Kessler, Executive Director
John Kremer, Director of Operations & Public Safety
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
Val Siler, Land Preservation Manager
Brad Woodson, Natural Resource Manager
Ben O’Dea, Sites Supervisor
Jean Gerstbrein, Accounting Supervisor

Others Present: Bona Heinsohn, Trustee Emeritus
Larry Lane, Trustee Emeritus
Bonnie Leahy, Trustee Emeritus
Kevin Ivers, Trustee Emeritus
Jeff Heinsohn and kids as well as Bona Heinsohn’s Mother
Kelley Kepes, Ringwood
Marti Swanson, Ringwood (arrived at 6:15 p.m.)
3.0 PLEDGE OF ALLEGIANCE
President Pro-Tempore Barrett led the Pledge of Allegiance.

4.0 CONSERVATION ETHIC
Treasurer Thomas read Goal #6 and Goal #3 aloud.

5.0 PUBLIC COMMENTS
There were no public comments.

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

7.0 COMMITTEE ASSIGNMENTS & REPORT
7.1 Trustee Reports on Conferences & Meetings Attended
   7.1a Fox River Ecosystem Partnership
       Trustee Scacci was not present to provide a report.

   7.1b Chicago Metropolitan Agency for Planning (CMAP)
       Director of Land Preservation and Natural Resources Collins was
       not able to attend the most recent meeting of the group.

   7.1c Chicago Wilderness
       Executive Director Kessler reported that voting on the priority
       plant and fungal species has been taking place with all voting to be in
       by end of day June 23, 2017. In addition, the Ad-Hoc Transition Group
       has put together a membership survey with responses due by June 30,
       2017. She encouraged alliance members to answer the online survey.
       The Chicago Wilderness Awards Celebration featuring the Force of
       Nature Awards and the Excellence in Ecological Restoration Program
       (EERP) Site Accreditations will be presented on July 27, 2017 at the
       Chicago Botanic Garden. The EERP Award Platinum designation for Lake
       In The Hills Fen will be presented at that time. The next meeting of the
       Executive Council is July 19-2017 in Chicago. Executive Director Kessler
       recognized Education Services Manager Chapman for assisting with the
       review of the Force of Nature Awards.

   7.1d Agricultural Conservation Easement and Farmland
       Protection Commission
       This position is vacant.

   7.1e IACFPD/IAPD/NRPA
       There was nothing to report at this time.

   7.1f McHenry County Conservation Foundation
       Trustee Brandt reported that there had been a meeting of the
       Foundation in early May and that they had welcomed new board
member Marti Gorman. He reported that the Pedal, Paddle Saddle event had gone very well even though the prior week had called for questionable weather. The Close the Gap fundraiser had exceed the $5,000 goal by $900. The Tap into your Wild Side sponsorship letters had been sent out. The Foundation is now a member of the National Association of Park Foundations. The next meeting will be held in July.

7.1g McHenry County Council of Governments
Vice President Barrett was not going to be able to attend the June event and asked if anyone else would like to go.

7.1h Green Drinks Crystal Lake
Secretary Kranz reported that this month’s program was on tick borne diseases and had been presented by Jennifer Scott and Ranger Mary Deja. The focus was on preventing tick bites and getting proper diagnoses of tick borne diseases without giving up being outdoors.

7.1i Conservation Congress 2018
Executive Director expected that a Resolution calling for the 2018 Congress will be forthcoming in July.

7.1j Other
There were no other reports.

7.2 Finance & Administrative Committee
7.2a Summary of items discussed at the meeting held on June 22, 2017
Treasurer Thomas reported that a property tax installment had come in earlier than expected. The committee then discussed investments. It was noted that the building demolition is ongoing and they recommended affirming a change order to include seeding. The committee recommended adopting the Revised Policy Manual Chapters 1 through 5 as presented for the second reading.

7.3 Outreach & Advocacy Committee - Scheduled Meeting Cancelled
7.3a Summary of items discussed at the meeting held on June 22, 2017
Secretary Kranz reported that the committee recommending acceptance of the minutes. They also recommended reaffirming the Oak Street Gap resolution as previously adopted with the wording changes made by the State’s Attorney’s Office. The group then discussed the proposed request for a Luminary Festival and reached a consensus requesting staff to do minimal additional research. Secretary Kranz reported that several pieces of legislation had passed out of both houses in Springfield and had moved on to the Governor and are pending review with all other bills that have passed out of the Illinois General Assembly.
8.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak had no report but apologized for not introducing staff and board members present at the County Board Meeting on June 20, 2017.

9.0 BOARD BUSINESS - CONSENT AGENDA
9.1 Approval of Minutes
   9.1a May 31, 2017

9.2 Board Committee Minutes to be Received and Placed on File
   9.2a Finance & Administrative Committee Minutes for May 31, 2017
   9.2b Outreach & Advocacy Committee Minutes for May 31, 2017

9.3 Board Executive Session Minutes to be received and placed in Confidential File until released.
   9.3a Executive Session Minutes for May 31, 2017

9.4 Motion to accept the Treasurer’s Report for May 31, 2017 as presented.

9.5 Motion to pass Ordinance #17-933 adopting the Prevailing Wage Ordinance for 2017.

9.6 Motion to adopt Resolution #17-18 affirming the Executive Director’s amendment to the Illinois Department of Natural Resources (IDNR) Project Agreement SNOW #15-03 extending the ending date to June 30, 2018.

9.7 Motion to authorize the preparation of specifications and letting of bids for the purchase of unleaded, diesel and propane fuels for a contract period of one year beginning September 1, 2017 (Bids# 0717.07.01 & 0717.07.02).

9.8 Motion to affirm Change Order #1 in the amount of $765 with McConnell Environmental of Wonder Lake, IL, for the Alden Barn Demolition Project Project (Bid #0117.15.01).

9.9 Motion to pass Ordinance #17-934 authorizing the execution of documents as grantee relative to a conservation easement interest in real property commonly known as the Keibler Easement.

9.10 Motion to adopt Resolution #17-19 authorizing the execution of a License Agreement for Temporary Access and Construction with Natural Gas Pipeline Company of America, LLC concerning pipeline maintenance and repair at the Pleasant Valley Conservation Area.

9.11 Motion to authorize the negotiation process for the listed agricultural lease renewals.

9.12 Motion to reaffirm the adoption of Resolution #17-14 authorizing the execution of an IGA with the County of McHenry for the Design and Construction of a Bike Path Crossing the Union Pacific Railroad at Oak Street as revised by the State’s Attorney.

9.13 Second Reading. Motion to pass Ordinance #17-935 approving the Comprehensive Administrative Policy & Procedural Manual: Chapters 1-5 as presented and that they replace existing Administrative Policy Sections 100, 200 and 400.
A motion was made by Trustee Brandt, seconded by Treasurer Thomas, to approve all Board Business - Consent Agenda items as presented. A roll call vote gave the following results: Kranz-yes, Brandt-yes, Merkel-yes, Thomas-yes, Barrett-yes.

Motion passed unanimously.

10.0 OTHER BOARD BUSINESS
10.1 Approval of Bills Payable for the Month of May 2017

A motion was made by Treasurer Thomas, seconded by Secretary Kranz, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending May 31, 2017 as presented. A roll call vote gave the following results: Brandt-yes, Merkel-yes, Thomas-yes, Kranz-yes, Barrett-yes.

Motion passed unanimously.

10.2 Bicycle Commuting on Regional Trails: Status Update - Report Proposed for August

Executive Director Kessler informed the Board that while the item has been tabled, staff is talking to the District’s legal counsel, Park District Risk Management Agency (PDRMA), McHenry County Bicycle Advocates and others and expects to have an update in August.

11.0 PRESIDENT’S REPORT

President Pro Tempore Barrett thanked Nancy Schietzelt, President of the Environmental Defenders of McHenry County for her positive comments on behalf of the District and the other members present for public comment at the County Board Committee of the Whole meeting on June 15, 2017.

12.0 TRUSTEES’ REPORTS

Trustee Brandt thanked Executive Administrative Assistant Basten, Matt Eyles and Kim Compton for their work on the day of the McHenry County Conservation Foundation’s Pedal, Paddle Saddle event.

Trustee Merkel commented on the fun he and his granddaughter had at the event.

13.0 EXECUTIVE DIRECTORS’ REPORT

Executive Director Kessler reported that the District was co-sponsoring with the County and Morton Arboretum a forum as part of the Chicagoland Trees Initiative the following day at the County Building. The District is working with Algonquin Township for traffic congestion relief on Saturday during their monthly specialty recycling day.

Executive Director Kessler asked for a verbal poll of a potential date for a board workshop to discuss the 2018 levy request. The consensus was that it looked like August 1, 2017 might be the best date for everyone, although not everyone had their calendar with them. Executive Director Kessler will send out a Doodle poll.
14.0 RECOGNITION OF OUTGOING BOARD MEMBERS
BONA HEINSOHN & BRANDON THOMAS
President Pro Tempore Barrett started by thanking Bona Heinsohn and Brandon Thomas for all of the hours and work they put in on behalf of the Board of Trustees and the District.

Trustee Kranz stated that he would miss their youthfulness on the Board and their willingness to donate time at this busy time of their lives noting that both families experienced births during their terms.

Trustee Brandt stated that he thought former President Heinsohn was one of the best Presidents he's seen and this is his second term. He then presented Treasurer Thomas with a plaque of personal appreciation.

Trustee Merkel noted that the appointment of these two board members was one of his last actions as a County Board Member and thought he made a pretty good decision.

Executive Director Kessler noted that we were able to learn a lot from former President Heinsohn on advocacy in Springfield and thanked Treasurer Thomas for his enthusiastic support of the District programs.

Trustee Emeritus Heinsohn thanked the staff and especially the staff of Sites & Fleet Branch that were always there and always handled everything behind the scenes and on the front line. She acknowledged the members of the Police Department for reaching out and creating positive relationships with site users and protecting our sites and residents. She noted her admiration for the work of the staff within the Land Preservation and Natural Resources Division and noted a deer count outing that she will never do again.

Treasurer Thomas thanked everyone and stated he would not have chosen a better group of individuals to deal with the issues we have confronted in the last five years and the hours spent on the work that the staff and Board of Trustees were able to accomplish with limited resources.

15.0 WELCOME NEWLY APPOINTED TRUSTEES JOHN HENNING
Executive Director Kessler reported that she had spoken with Trustee-Appointee Henning the previous day and shared with everyone that he was not able to attend meetings on the fourth Thursdays of the month due to a previous commitment but that he was looking forward to joining the board.

President Pro Tempore Barrett then turned the gavel over to Treasurer Thomas.
16.0 **ADJOURN**

A motion was made by Treasurer Thomas, seconded by Trustee Brandt, to **adjourn the meeting**. A voice vote resulted in all ayes. Motion passed unanimously. Meeting adjourned at 6:58 p.m. June 22, 2017.

Respectfully submitted,

David Kranz, Secretary

Date