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 Barrett on the evening of Thursday, September 21, 2017 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

2.0 ROLL CALL
Trustees Present:  Stephen Barrett, President  
David Kranz, Vice President  
Pete Merkel, Treasurer  
Vern Scacci, Secretary  
Dave Brandt, Trustee  
John Henning, Trustee  
Carolyn Campbell, Trustee

Counsel & Staff Present:  James D. Rock, Legal Counsel  
Elizabeth S. Kessler, Executive Director  
John Kremer, Director of Operations & Public Safety  
Andy Dylak, Director of Administration & Finance  
Ed Collins, Director of Land Preservation & Natural Resources  
Wendy Kummerer, Marketing & Communications Manager  
Anne Basten, Executive Assistant  
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  
Amy Peters, Planning Manager  
Perry Weborg, Sites & Fleet Manager  
Ben O’Dea, Sites Supervisor

Others Present:  Kelley Kepes, Ringwood

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

4.0 CONSERVATION ETHIC
Trustee Brandt read Goal #6 and Treasurer Merkel read Goal #1 aloud.
5.0 PUBLIC COMMENTS
Kelley Kepes of Ringwood thanked the Board of Trustees for their public service. She then stated she had asked several questions at the Outreach and Advocacy Committee meeting earlier this evening and had most of her questions answered; however, she would still like to know why snowmobiles are the only safe mode of transportation allowed on District trails after dark. She and others were disappointed in the decision reached by the Board of Trustees regarding bicycle commuter use of trails at night and saw it as a non-responsive governmental response to the young people involved. She also requested that the District use the ability to issue permits. She believes that all will continue to use the safest route and that one of the Board meetings where this issue was discussed, was two days after a bicycle rider death in the county.

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

7.0 COMMITTEE ASSIGNMENTS & REPORT
7.1 Trustee Reports on Conferences & Meetings Attended
7.1a Fox River Ecosystem Partnership
Trustee Campbell attended her first meeting the previous day where Trevor Sample gave a presentation on the IEPA Nutrient Loss Reduction Program and some of the progress made on better reporting within the state. Rob Linke from Kane County provided an update on the Fox River Corridor Plan.

7.1b Chicago Metropolitan Agency for Planning (CMAP)
Director of Land Preservation and Natural Resources Collins reported that a report on water resources as part of the ON TO 2050 plan would be out by October. CMAP is also working on new stormwater control recommendations for the south side of Chicago.

7.1c Chicago Wilderness
Executive Director Kessler reported that a request for proposal for a fiscal agent had been issued and that the volunteer working groups were continuing to meet and move forward. The next meeting will be October 18, 2017. The communications working group is updating the website and the member portal and the Interim Advisory Group and Ad-Hoc Transition Working Group are reviewing membership dues structures, governance and long-range visioning for the Alliance.

7.1d Agricultural Conservation Easement and Farmland Protection Commission
Trustee Henning reported there had been no meeting.
7.1e McHenry County Farm Bureau
Trustee Henning reported that County Board Member Michele Aavang and State Representative Steve Reick had made presentations regarding property taxes.

7.1f IACFPD/IAPD/NRPA
Secretary Scacci attended the IACFPD meeting in August with Executive Director Kessler at the headquarters of the Lake County Forest Preserve in Libertyville where they will be moving their museum into the first floor of the building, renting out the second floor and then have consolidated all of their staff into the third floor. He noted that all of the agencies represented are facing the same financial issues as this District and was surprised.

7.1g McHenry County Conservation Foundation
Trustee Brandt reported that the Foundation had approved the Memorandum of Understandings related to the Great Outdoor Beer Trail and Tap Into Your Wild Side events as well as support for camp scholarships and would be meeting again the following week. They are working on final preparations for the Tap event.

7.1h McHenry County Council of Governments
President Barrett reported that he and Secretary Scacci would be attending the September event hosted by the City of Crystal Lake at Three Lakes Recreation Area.

7.1i Green Drinks Crystal Lake
Vice President Kranz reported that Iris Caldwell of the University of Illinois Chicago had given a presentation on the Monarch butterfly recovery program using the roadway rights-of-way.

7.1j Conservation Congress 2018
President Barrett reported that the first meeting of the Conservation Congress 2018 Steering Committee would be October 10, 2017.

7.1k Other
There were no other reports.

7.2 Finance & Administrative Committee
7.2a Summary of items discussed at the meeting held on September 21, 2017
Treasurer Merkel reported that the regular agenda items had been approved and were ready for acceptance. The auditors had presented the CAFR and had shared that the District is in good financial shape and complimented the Director of Finance & Administration Dylak and
Accounting staff on their work. The CAFR certification will be applied for after the acceptance of the audit this evening. The Committee recommends acceptance of the audit and the passage of the Levy Ordinance as previously discussed.

7.3 Outreach & Advocacy Committee
7.3a Summary of items discussed at the meeting held on September 21, 2017
Trustee Brandt reported that all items on their agenda had been recommended for acceptance or passage by the full board. Trustee Brandt will be contacting each Trustee to discuss elected official outreach assignments.

8.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak was not able to attend this meeting.

9.0 BOARD BUSINESS - CONSENT AGENDA
9.1 Approval of Minutes
9.1a August 17, 2017

9.2 Accept Executive Session Minutes and place in Confidential File Closed Session Minutes until released.
9.2a August 17, 2017

9.3 Board Committee Minutes to be Received and Placed on File
9.3a Finance & Administration Committee Minutes for August 17, 2017
9.3b Outreach & Advocacy Committee Minutes for August 17, 2017

9.4 Motion to accept the Treasurer’s Report for August 30, 2017 as presented.

9.5 Motion to accept the Comprehensive Annual Financial Report as prepared by Sikich, LLP of Naperville, IL for Fiscal Year 2017 which began on April 1, 2016 and ended March 31, 2017.

9.6 Motion to approve the lowest qualified bidders of Prairie Moon Nursery of Winona, MN ($66,891.34), Shooting Star Native Seeds of Spring Grove, MN ($17,604.70), Applied Ecological Services/Taylor Creek Restoration Nurseries of Brodhead, WI ($17,446.47), Agrecol LLC of Evansville, WI ($16,026.60), and Genesis Nursery, Inc. of Tampico, IL ($7,256.07) for a total cost not to exceed $125,225.18 for the completion of seeding projects on approximately 84 acres of various habitats for standard mixes and special revenue account projects within conservation areas (Bid #: 0817.08.01).

9.7 Motion to authorize the preparation of specifications and letting of bids for the Hollows Lake Atwood Pier Replacement Project (Bid #0917.09.01).

9.8 Motion to adopt Resolution #17-35 authorizing staff to negotiate and the Executive Director to execute three-year Agricultural Lease Agreements (2018-2021) on the Haertler (Piscasaw North), Konopasek (Brookdale)
Loshbaugh (Brookdale), Plum Tree National (Brookdale), Roberts (Brookdale) and Taylor (Rush Creek) Parcels as listed.

9.9 Motion to authorize the preparation of bid specifications and letting of bids for the replacement of Furnace and A/C equipment at the Brookdale and Prairievlew Education Center (Bid #0917.15.01).

9.10 Motion to authorize travel expenditures for the National Recreation and Park Association (NRPA) 2017 Conference for the Executive Director from September 26-28, 2017 at a cost not to exceed $1,500.

9.11 Motion to authorize staff to proceed with soliciting proposals for a specialized farm enterprise on the Pichen Farmstead property in unincorporated Algonquin Township (RFP #0917.01.04).

9.12 Motion to adopt Resolution #17-32 authorizing the Executive Director to execute a License Agreement for Snowmobiling on District Sites with the McHenry County Snowmobile Association, Huntley Penguins and Marengo Snowgoers.

9.13 Motion to adopt Resolution #17-33 authorizing the Executive Director to execute the Memorandum of Understandings for 2017 The Great Outdoor Beer Trail and Tap Into Your Wild Side with the McHenry County Conservation Foundation.

9.14 Motion to adopt Resolution #17-34 authorizing a Memorandum of Understanding between the McHenry County Conservation District and the Forest Preserve District of DuPage County for propagation of two fresh water fresh water mussel species.

9.15 Motion to authorize the District to partner on the submission of a grant application to the US Forest Service Landscape Scale Restoration (LSR) Competitive Grant Program to Implement the Chicago Wilderness Oak Ecosystem Recovery Plan.

9.16 Motion to adopt Resolution #17-36 authorizing the execution of the attached letter dated September 12, 2017 and thereby consenting to the assignment of the Limited License Agreement from Wide Open West, Inc. to MCIMetro.

A motion was made by Trustee Brandt, seconded by Vice President Kranz, to approve the Board Business - Consent Agenda items as presented. A roll call gave the following results: Scacci-yes, Kranz-yes, Brandt-yes, Merkel-yes, Campbell-yes, Henning-yes, Barrett-yes.

Motion passed unanimously.

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

Vice President Kranz asked that Vendor number B7808 Bank Card Processing Center be pulled from the submission of bills for a separate vote.

A motion was made by Vice President Kranz, seconded by Trustee Brandt, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending August 30, 2017 with the exception
of vendor B7808. A roll call vote gave the following results: Brandt-yes, Campbell-yes, Merkel-yes, Scacci-yes, Henning-yes, Kranz-yes, Barrett-yes. Motion passed unanimously.

A motion was made by Treasurer Merkel, seconded by Trustee Brandt, to approve the payment of bills to vendor B7808 Bank Card Processing Center as presented. A roll call vote gave the following results: Kranz-recuse, Henning-yes, Scacci-yes, Brandt-yes, Campbell-yes, Merkel-yes, Barrett-yes. Motion passes 6 to 0 with 1 recusal by Vice President Kranz.

10.2 Passage of 2017 Property Tax Levy Extension and Truth in Taxation Ordinance #17-938
A motion was made by Secretary Scacci, seconded by Trustee Brandt, to pass Ordinance #17-938 - An Ordinance for the Levy and Assessment of Taxes for the McHenry County Conservation District, McHenry County, Illinois in the Year 2017; to be Collected in the Year 2018 as presented. A roll call vote gave the following results: Henning-yes, Scacci-yes, Campbell-yes, Kranz-yes, Merkel-yes, Brandt-yes, Barrett-yes. Motion passed unanimously.

10.3 Prairie Trail - Consideration of a Resolution adopting an Intergovernmental Agreement with the City of Crystal Lake on the Repairs & Maintenance of the Route 14 and Main Street Pedestrian & Bicycle Underpass
Executive Director Kessler explained the work that went into the documents presented this same evening. Time was then given to the Board of Trustees to read the documents prepared by staff: A draft cover letter to Mayor Shepley; a draft Letter of Agreement between the McHenry County Conservation District and the City of Crystal Lake regarding maintenance of the Pedestrian/Bicycle Underpass for U.S. Route 14 at Main Street; and Resolution #17-37 authorizing the execution of the proposed Letter of Agreement.

A motion was made by Trustee Brandt, seconded by Trustee Campbell, to adopt Resolution #17-37 Authorizing the Execution of a Proposed Letter Agreement Between the City of Crystal Lake and the McHenry County Conservation District Related to Maintenance of the Pedestrian/Bikeway Underpass Improvement at U.S. Route 14 as presented.
Discussion followed the motion.
Trustee Scacci read into the record, a prepared statement regarding action related to the underpass which is hereto attached to and made a part of the official minutes and which supported collaborative cost sharing of the Route 14 underpass repairs, other than the paved surface on which the pedestrians utilize the structure and that the other party is not negotiating in good faith.
Trustee Brandt noted that the most recent report was that there had been no new movement in the wing walls and everyone needs to move on.
Trustee Scacci recommended any offers should be 50/50 split to reduce duplication of the professionals.

Treasurer Merkel still can’t understand how nothing was put in writing back when the whole thing was happening but it appears that IDOT has washed their hands of the whole project and walked away and we need to move on and make sure this never happens again.

Trustee Campbell expressed her support for the letter after learning about the history of the project.

Executive Director Kessler summarized a Committee of the Whole meeting from August of 2016 where it was noted that the District had not invested in as many natural assets within the City limits and that the City paid $217,000 for the local match at the time of the construction and that the District received monies back for the transfer of land.

It was noted that the City claims that the District must have requested the underpass or it would not have been built.

Trustee Henning asked what happens if the Board does not respond to which President Barrett expressed concern for staff being put in a bad position and that the direction must come from the Board and the City is expecting a response.

A roll call vote on the motion gave the following results: Campbell—yes, Merkel—yes, Henning—yes, Kranz—yes, Brandt—yes, Scacci—no and Barrett—yes. Motion passes 6 to 1.

10.4 Naming of Special Areas within Conservation Sites to Recognize the Exceptional contributions of an Individual(s)

Executive Director Kessler explained that she was bringing this issue up because we have lost several key volunteers and supporters recently and wanted to explore ways to recognize exceptional contributions of time and talent. She reported that a cross-divisional staff working group has been created to discuss and develop options. A formal proposal will be brought forward at a later date for consideration.

11.0 PRESIDENT’S REPORT

President Barrett stated that now that the 2017 Levy Ordinance has been adopted the next step will be the FY 2019 budget. He then read the portion of the Conservation District Act about the County Board accepting our budget before it can be officially implemented and need for this board to understand the budget and the process we use to be able to answer questions of the County Board Members.

President Barrett reported that he is in the process of working with several local high schools about setting up Advanced Placement science classes and that he thinks our staff could enhance the program.

12.0 TRUSTEES’ REPORTS

Trustee Brandt reported on a seed collecting day he attended as a volunteer and how much fun it was.
Trustee Campbell supported Trustee Brandt’s comments as she attended also and shared how great the seed interns are.

Treasurer Merkel invited Trustee Brandt to assist him with a possible mammal identification on his way home along Route 120. They will give a full report next month.

13.0 EXECUTIVE DIRECTORS’ REPORT
Executive Director Kessler made the following announcements:
Tap Into Your Wild Side is on October 7th.
The IPRA Best of the Best Awards Gala is October 13th. Trustee Brandt will attend and the other partners in the partnership will be invited.
The Openlands Luncheon will be November 9th. Trustees Brandt, Merkel and Campbell will be attending.
Alternative Energy Task Force comprised of staff and Treasurer Merkel will meet again on October 17th and Trustee Campbell is interested in attending.
The Women in Conservation Breakfast had been well attended including County Board Members Mary McCann and Paula Yensen as well as several Trustee Emeritus.
Executive Director Kessler explained a portion of the leases in the District’s Agricultural Lease program have properties enrolled in the Federal Conservation Reserve Program (CRP). She noted that there are thirty (30) parcels currently enrolled in the program and had recently been made aware that the District had not received corresponding documentation for thirteen (13). Staff has identified the issue and has developed a new process to reduce the likelihood from happening again. The District expects to receive an additional $47,000 from the missing payments and a payment plan will be created with the lease holders to reimburse the District as required by the agricultural lease agreement.
Executive Director Kessler reported that staff had received a check for $34 through submission of ICASH claims. There are currently no outstanding funds attributable to the District.

14.0 PUBLIC COMMENT II
Kelley Kepes complimented Trustee Scacci for his concerns related to the bicycle trail.

15.0 ADJOURN
A motion was made by Secretary Scacci, seconded by Treasurer Merkel, to adjourn the meeting. A voice vote resulted in all ayes.
Motion passed unanimously. Meeting adjourned at 7:15 p.m. September 21, 2017.

Respectfully submitted,

Vern Scacci, Secretary

Open Session Minutes 9.21.2017