McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF NOVEMBER 16, 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 Barrett on the evening of Thursday, November 16, 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
                   Vern Scacci, Secretary
                   Dave Brandt, Trustee
                   John Henning, Trustee
                   Carolyn Campbell, Trustee

Trustee Absent: Pete Merkel, Treasurer

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
                       Val Siler, Land Preservation Manager
                       John Berg, Facilities Manager
                       Jeff Diedrick, Police Chief
                       Deb Chapman, Educational Services Manager
                       Sara Denham, Wildlife Resource Center Manager
                       Amy Peters, Planning Manager
                       Val Siler, Land Preservation Manager
                       Perry Weborg, Sites & Fleet Manager
                       Brad Woodson, Natural Resource Manager
                       Ben O’Dea, Sites Supervisor
                       Sarah Rummel, Landscape Architect

Others Present: Steve Wenzel, President, The Land Conservancy of McHenry County
                 Al Van Maren, The Land Conservancy of McHenry County
                 Lisa Haderlein, The Land Conservancy of McHenry County
                 Steve Byers, Illinois Nature Preserves Commission

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

4.0 CONSERVATION ETHIC
Trustee Campbell read Goal #6 and Vice President Kranz read Goal #3 aloud.

5.0 PUBLIC COMMENTS I
Steve Byers from the Illinois Nature Preserves Commission (INPC) spoke about Resolution #17-43 and encouraged them to accept the requirements of the Settlement Agreement related to Elizabeth Lake Nature Preserve & Varga Archeological Site that the INPC staff has overseen for the last two-and-a-half years until it was resolved. The terms will benefit the Nature Preserve. He then thanked the District staff, the Attorney General’s Office and Valerie Napa of the INPC staff for all their work.

6.0 PRESENTATIONS/INTRODUCTIONS
6.1 The Land Conservancy of McHenry County
Steve Wenzel, President of The Land Conservancy of McHenry County explained that Ders Anderson, a member of the Land Conservancy Board had spotted a collage by artist Rob Thomas of the Powers Walker House in Glacial Park and the Board members pitched in and purchased the piece and were presenting it to the District this evening in the spirit of the shared partnership and long history between The Land Conservancy and the District. The District Board thanked President Wenzel, Board Member Van Maren and Executive Director Haderlein for their thoughtfulness.

6.2 Recognition of Employee Service Anniversaries
6.2a 30 Years: Jeff Diedrick
6.2b 20 Years: Sara Denham, Amy Peters
6.2c 15 Years: Gail Brown
6.2d 10 Years: Denice Beck, Bryson Calvin, Matt Eyles, Val Siler, Steve Stabenow, Tom Troxell, Ben Wolfe
6.2e 5 Years: Cindi Jablonski, Adam Rex, Sam Shaw, Randi Rewoldt

President Barrett read off the names of the Employees and their anniversary achievements and thanked them for their valuable service on behalf of the District.

6.3 Public-Private Partnership Proposal: Modcamp
Executive Director Kessler introduced Amy Haiar and her partner Todd Donohue. They both explained their extensive background in marketing. Amy Haiar then explained the research on markets and the kinds of experiences and activities that are expected of their target market of millennials and Gen-Ys out of Chicago, McHenry County and the surrounding areas.
Ms. Haiar explained that they have met with Executive Director Kessler and other staff and had narrowed down their site search to the existing footprint of the former Camp Algonquin within Fox Bluff as an ideal location within the District holdings, although they are also looking at other properties at the same time. She went on to explain that the Recreation Hall could be used as an event venue and that they are considering tiny houses, airstreams and possibly large tents as fully furnished accommodations and would add restrooms and office facilities as needed which would also be on wheels and not permanent. The activities would integrate local businesses and conservation areas/parks through additional partnerships.

Planning Manager Peters spoke about using the existing site layout which could accommodate the proposal with minimal impact to the other items in the approved Master Plan.

The discussion continued with the Board members asking questions about financial items and the need to decide if staff should continue by drafting terms of a tentative agreement including financial, permitting and other considerations that could be reviewed by the Board no later than January of 2018.

A motion was made by Trustee Brandt, seconded by Trustee Henning, to authorize the Executive Director to continue discussions with Modcamp, LLC and to negotiate and delineate the terms of the partnership presenting a formal proposal for consideration, including a proposed timeline no later than January 2018. A voice vote resulted in all ayes.

Motion passed unanimously.

7.0 COMMITTEE ASSIGNMENTS & REPORT

7.1 Trustee Reports on Conferences & Meetings Attended

7.1a Fox River Ecosystem Partnership

Trustee Campbell reported that the most recent meeting was in Barrington and had included some old business that she is getting caught up on as well as a presentation by Nancy Schumm on the Flint Creek Watershed plan progress to date. It was noted that the plan had been implemented in 2007 but had not received the expected funding and they had been moving forward as best as they could. January will include election of officers.

7.1b Chicago Metropolitan Agency for Planning (CMAP)

Director of Land Preservation and Natural Resources Collins reported that CMAP had recently updated the regionally significant transportation planning which is driving the funding. He noted that the Illiana Tollway is considered to be part of the plans.
7.1c **Chicago Wilderness**
Executive Director Kessler as Vice Chair of the Chicago Wilderness Alliance reported that the Executive Council will be having a special call meeting on November 29, 2017 and that momentum is building with many opportunities for Chicago Wilderness members to get involved in various aspects of the alliance. She also announced that the inaugural North American Climate Summit will be held in Chicago on December 4th & 5th with the Chicago Community Climate Forum being convened the previous evening at The Field Museum hosted by the Forum Working Group members, many of which are partners with Chicago Wilderness.

7.1d **Agricultural Conservation Easement and Farmland Protection Commission**
Trustee Henning reported that there had been no meeting.

7.1e **McHenry County Farm Bureau**
Trustee Henning reported that there had been no meeting.

7.1f **IACFPD/IAPD/NRPA**
Trustee Brandt stated that the next meeting of IACFPD will be on January 19, 2018. Executive Director Kessler announced that the NRPA request for presentations had been shared with the managers in hope they would submit a proposal for the conference next year which will be in Indianapolis, Indiana.

7.1g **McHenry County Conservation Foundation**
Trustee Brandt reported that the Great Outdoor Beer Trail had grossed $11,453 and that the Tap Into Your Wild Side had netted $18,243 but had included over 400 staff hours and that the Foundation was reconsidering this particular fundraiser.

7.1h **McHenry County Council of Governments**
President Barrett reported that several members of this Board had attended the most recent event hosted by Chairman Franks and the County Board. President Barrett reported that the presentation had been on METRA and that they are in a similar situation as all governmental agencies of no money for capital improvements.
Trustee Brandt asked that all Trustees report to him any contacts and issues discussed with public officials for the Outreach and Advocacy Committee.
Secretary Scacci talked to the Ride Share people and discussed offering them a table at the First Friday Concerts next year. He also noted that METRA has added staff and have found that it is more efficient to renovate train cars in-house rather than outsourcing this work, resulting in significant cost savings and reduced turnaround time.
For the record, he had talked to the Hebron Mayor Kimmy Martinez and Trustees while at the McHenry County Council of Governments event.

7.1i  **Green Drinks Crystal Lake**
Vice President Kranz reported Levi and Emily Powers of Alden Hills Farm gave a presentation on their organic farm just over the border where they raise beef cattle and chickens on pastures as well as produce organic herbs. The next event will be a presentation by Crystal Lake Brewery on their ecofriendly processes.

7.1j  **Conservation Congress 2018**
President Barrett reported that the next meeting will be on November 28, 2017.

7.1k  **Other**
President Barrett read a congratulatory letter sent to him from Senator Karen McConnaughay regarding the Best of the Best Award and apologized for not reading it at the previous meeting.

7.2  **Joint Finance & Administrative Committee and Outreach & Advocacy Committee Meeting**
7.2a  **Report on Joint Committee Meeting of November 16, 2017**
Trustee Brandt reported that essentially all of the items on the Joint Committee Meeting agenda had been moved forward to the full board for action. The largest part of the meeting had been spent on reviewing the staff presentation on insurance and the proposed changes.

8.0  **COUNTY BOARD LIAISON REPORT**
County Board Liaison Nowak spoke about his recent travels and the lack of wildlife sightings after recovering from an accident.

County Board Liaison Nowak then reported on the recent County Board meeting where a budget had been passed for the upcoming Fiscal Year that included no service cuts. The County levy had also passed with an 11.2% reduction. The County Board had also approved the waiving of permit fees for grain trucks due to the late harvests.

9.0  **BOARD BUSINESS - CONSENT AGENDA**
9.1  Approval of Minutes
9.1a  October 19, 2017 Committee of the Whole
9.1b  October 19, 2017 Public Session
9.2  Board Committee Minutes to be Received and Placed on File - None
9.3  Motion to accept the Treasurer’s Report for October 31, 2017 as presented.
9.4  Motion to authorize the preparation of specifications and letting of bids for a three-year agricultural license agreement for the Paulsen Tract
(330 +/- acres) within Brookdale Conservation Area from March 1, 2018 to February 28, 2021 (Bid #1117.08.01).

9.5 Motion to adopt Resolution #17-42 in support of Monarch Habitat Improvement Work on the District’s Wetland Reserve Easements at Glacial Park.

9.6 Motion to adopt Resolution #17-45 authorizing the execution of a Limited License Agreement with the U.S. Geological Survey for the construction and maintenance of an above ground well platform above an existing ground water well in the Hebron Peatlands Conservation Area.

9.7 Motion to adopt Resolution #17-43 accepting the requirements of the Settlement Agreement between the People of the State of Illinois v. Stantec Consulting Services, Inc. (Case 17 CH 395) related to Elizabeth Lake Nature Preserve Varga Archeological Site and Illinois State Nature Preserve.

9.8 Motion to accept First Reading amending Personnel Policy: Appendix A: Alcohol & Drug Abuse Policy and Appendix C: Criminal Background Checks Policy.

9.9 Motion to authorize the Executive Director to execute a Professional Services Agreement with Midwest Archeological Research Services of Crystal Lake, IL for a cost not to exceed $17,500 to complete a Historical American Buildings Survey (HABS) Record-Level III at Fox Bluff Conservation Area (Formerly Camp Algonquin).

9.10 Motion to affirm Change Order #1 for the deduct amount of ($9,380.64) and Change Order #2 in the amount of $8,399.02 from Chadwick Contracting Co., of Lake in the Hills, IL, for modification to the scope of work for the Hot Mix Asphalt (HMA) Improvements at multiple Conservation Areas (Bid #0217.09.01).

9.11 Motion to affirm Change Order #1 in the amount of $2,122 with Jensen’s Plumbing & Heating of Woodstock, IL, for the HVAC Prairieview Education Center & Brookdale Project (Bid #0917.15.01).

9.12 Motion to adopt Resolution #17-46 authorizing the Executive Director to execute and send the attached letter providing notice of the time frame for completion of restoration related to the License Agreement with 300 West, LLC and Arnold Magnetic Technologies Corporation.

9.13 Motion to affirm Change Order #1 in the amount of $1,568.60 from Path Construction Company of Algonquin, IL, for modification to the scope of work for the concrete abutment repairs of the LaFox River Drive Bridge (Bid #0817.07.01).

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: Brandt-yes, Kranz-yes, Henning-yes, Scacci-yes, Campbell-yes, Barrett-yes.

Motion passed unanimously.
10.0 OTHER BOARD BUSINESS

10.1 Approval of Bills Payable for the Month of October 2017
Trustee Henning asked that Vendor number C5124 - Conserve FS be pulled from the submission of bills for a separate vote.

A motion was made by Secretary Scacci, seconded by Vice President Kranz, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending October 31, 2017 with the exception of vendor C5124. A roll call vote gave the following results: Scacci-yes, Kranz-yes, Brandt-yes, Campbell-yes, Henning-yes, Barrett-yes.

Motion passed unanimously.

A motion was made by Trustee Brandt, seconded by Vice President Kranz, to approve the payment of bills to vendor C5124 Conserve FS in the amount of $285.40 as presented. A roll call vote gave the following results: Brandt-yes, Campbell-yes, Scacci-yes, Henning-abstain, Kranz-yes, Barrett-yes.

Motion passes 5 to 0 with 1 abstention by Trustee Henning.

10.2 Consideration of Conservation Reserve Program Lease Agreements
Executive Director Kessler reported that these leases were the result of negotiations. As part of the lease agreement, tenants that enroll in the CRP program are required to make execute a CRP Agreement and make additional payments to the District.

A motion was made by Trustee Brandt, seconded by Trustee Campbell, to adopt Resolution #17-44 authorizing the Executive Director to execute the thirteen (13) Conservation Reserve Program Lease Agreements as presented. A roll call vote gave the following results: Kranz-yes, Henning-Abstain, Scacci-yes, Brandt-yes, Campbell-yes, Barrett-yes.

Motion passed by a vote of 5 to 0 with an abstention by Trustee Henning.

10.3 Consideration of Health, Dental, Vision and Life Insurance Renewals
A motion was made by Trustee Campbell, seconded by Secretary Scacci, to authorize the Executive Director to negotiate and execute the necessary contracts for employee health, dental, vision and life insurance for the period of January 1, 2018 through December 31, 2018 as follows: execute a contract with United Healthcare for PPO (Choice+ AHAW/2VX), HMO (Navigate AG98 HMO/2VX), and high deductible PPO-HSA (Choice+ AX-T6/2VX emb) plans for employee medical insurance at a rate increase of 3.33%; renewal of dental insurance at a rate increase of 6% with MetLife; and renewal of vision insurance coverage through VSP at a rate increase at 7.12% and retaining current District contribution levels on the HSA plan and maintaining current employee cost sharing contributions at the same levels for all plans as presented. A roll call vote gave the following results: Henning-yes, Scacci-yes, Campbell-yes, Kranz-yes, Brandt-yes, Barrett-yes.
Motion passes unanimously.

10.4 Consideration of Resolution #17-41 establishing the Board of Trustees Meeting Schedule for 2018

Secretary Scacci suggested changing the regular meeting date to the first Thursday of the month so that the timing of the month end financial report would be closer to the end of the actual month. It was noted that in order for the board to receive the packet documents in a timely matter there would be times when the meeting might fall on the first of the month and therefore could not include the complete monthly financial situation in those instances so actually the third Thursday of the month works out better for the month end data captures.

A discussion about holding an annual daylong Board retreat shortly after new members are appointed might be worth considering and was envisioned to be similar to the “on-boarding” process currently being used but would include all Board members. The consensus was to consider setting a meeting date in the winter to set goals for the following twelve (12) months and this could help with board effectiveness. The date could be set as a Special Call meeting and therefore does not need to be on the regular meeting schedule.

A motion was made by Trustee Brandt, seconded by Trustee Campbell, to adopt Resolution #17-41 establishing the McHenry County Conservation District’s Board of Trustees Meeting Scheduled for 2018 as presented. A roll call vote gave the following results: Campbell-yes, Henning-yes, Kranz-yes, Brandt-yes, Scacci-yes, Barrett-yes.

Motion passed unanimously.

11.0 PRESIDENT’S REPORT

President Barrett thanked Educational Services Manager Chapman and her staff for hosting a last minute field trip request. He also requested that new name tags be designed for the Trustees that include the District logo. President Barrett thanked Director of Land Preservation and Natural Resources Collins, Educational Services Manager Chapman, and Restoration Ecologist Simpson for attending a STEM consortium the following day.

12.0 TRUSTEES’ REPORTS

Secretary Scacci reported that he, Planning Manager Peters, Landscape Architect Rummel and Elaine Ramesh had met to review the revised Brookdale Multiuse trail parking lot and signage and that the plan looks great.

Secretary Scacci and President Barrett recommended that a goal be set to have a representative of this board attend each municipal meeting and present the District’s impact on their municipality. Trustee Scacci offered to start with the City of Crystal Lake.

Trustee Brandt attended the OAKtober tree planting event at Marengo Ridge and said it was excellent. He also attended the Green Living Expo and had talked to a neighbor of the Prairie Trail who complained about trees being removed that turned out to be an overly eager neighbor. He also stated that Director of Land Preservation
and Natural Resources Collins made him proud with his presentation at the Openlands luncheon. Trustee Brandt also attended the Hackmatack National Wildlife Refuge 5th Anniversary event and program.

Trustee Campbell thanked Secretary Scacci for acclimating her at the McHenry County Council of Governments event and introducing her to people. She also attended the Openlands luncheon and thanked Land Preservation and Natural Resource Manager Collins for giving hope. Trustee Campbell also appreciated the McHenry County water forum, the Green Living Expo and tiny house and the Hackmatack annual meeting.

Trustee Campbell reported that when she was hiking at Lake in the Hills Fen, she and her family had a drone fly over their heads and when hiking at the Hollows Lake Atwood had trained fish staring at her waiting for food.

13.0 EXECUTIVE DIRECTORS' REPORT
   Executive Director Kessler wished everyone a Happy Thanksgiving. She is currently serving on the newly formed Active Communities Workgroup spearheaded by the County. She reported that staff is focused on creating a draft budget for presentation early next year.

14.0 PUBLIC COMMENT II
   There were no public comments at this time.

15.0 ADJOURN
   A motion was made by Vice President Kranz, seconded by Trustee Campbell, to adjourn the meeting. A voice vote resulted in all ayes.
   Motion passed unanimously. Meeting adjourned at 7:50 p.m. November 16, 2017.

Respectfully submitted,

Vern Scacci, Secretary

Date

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