McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF DECEMBER 21, 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 5:48 p.m. by President Barrett on the evening of Thursday, December 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:
Scott A. Puma, 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
Anne Basten, Executive Assistant
Val Siler, Land Preservation Manager
Amy Peters, Planning Manager
Sarah Rummel, Landscape Architect

Others Present:
Amy Haiar & Todd Donohue, Modcamp, LLC

3.0 EXECUTIVE SESSION
A motion was made by Trustee Brandt, seconded by Trustee Henning, to go into Executive Session pursuant to Exception 2C6 (Lease of Property) of the Open Meetings Act at 5:48 p.m. A roll call vote gave the following results: Kranz-yes, Henning-yes, Scacci-yes, Brandt-yes, Campbell-yes, Merkel-yes, Barrett-yes. Motion passed unanimously.

4.0 RECONVENE

4.1 Roll Call
Trustees Present:
Stephen Barrett, President
David Kranz, Vice President
Pete Merkel, Treasurer
Vern Scacci, Secretary
Dave Brandt, Trustee

Open Session Minutes 12.21.2017
John Henning, Trustee
Carolyn Campbell, Trustee

Counsel & Staff Present: Scott A. Puma, 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
Amy Peters, Planning Manager
Perry Weborg, Sites & Fleet Manager
John Berg, Facilities Manager
Sara Denham, Wildlife Resource Center Manager
Deb Chapman, Educational Services Manager
Brad Woodson, Natural Resource Manager
Sarah Rummel, Landscape Architect

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

6.0 CONSERVATION ETHIC
Vice President Kranz read Goal #6 and Treasurer Merkel read Goal #4 aloud.

7.0 PUBLIC COMMENTS I
There were no public comments at this time.

8.0 COMMITTEE ASSIGNMENTS & REPORT
8.1 Trustee Reports on Conferences & Meetings Attended
8.1a Fox River Ecosystem Partnership
   Trustee Campbell reported that the most recent meeting was in Crystal Lake and was their holiday gathering.

8.1b Chicago Metropolitan Agency for Planning (CMAP)
   Director of Land Preservation and Natural Resources Collins reported that CMAP did not meet in December.

8.1c Chicago Wilderness
   Executive Director Kessler as Vice Chair of the Chicago Wilderness Alliance reported that the Executive Council met at the Field Museum in November and has decided to field a Steering Committee of nine individuals with elections occurring in January. She also noted that membership dues renewals from organizations are starting to come as
projected. The next Executive Council Meeting will be held on January 24, 2018.

8.1d Agricultural Conservation Easement and Farmland Protection Commission
Trustee Henning reported that there had been no meeting.

8.1e McHenry County Farm Bureau
Trustee Henning reported that there had been a meeting and that a follow up meeting was being scheduled between the District and Farm Bureau staff to discuss pending concerns.

8.1f IACFPD/IAPD/NRPA
Trustee Brandt reported that several Trustees are attending.

8.1g McHenry County Conservation Foundation
Trustee Brandt reported that they are recommending Directors for appointment by this Board. He also stated that they have been working with their Legal Counsel and Auditor to reorganize their board and bylaws to make sure they are structured most effectively and will remain as a supporting organization. One of the changes to the bylaws that will remain is that the District’s Executive Director and Board Liaison are classified as non-voting members of the Foundation.

8.1h McHenry County Council of Governments
Secretary Scacci, Trustee Merkel and Executive Director Kessler attended the December MCCG meeting and distributed Save the Date cards for Conservation Congress 2018.

8.1i Green Drinks Crystal Lake
Vice President Kranz reported that Beth Alberger of Crystal Lake Brewing spoke about the ecofriendly parts of their process as well as in and outs of their building. January will be a presentation by local legislators.

8.1j Conservation Congress 2018
Executive Director Kessler reported that the speakers are confirmed and delegates are filing their credentials for the event. Trustees were reminded to save the date as this is considered a Special Call Meeting of the Board of Trustees.

8.2 Finance & Administrative Committee
There was nothing to report.

8.3 Outreach & Advocacy Committee
There was nothing to report.
9.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak announced the County levy being reduced by 11.2% with no service cuts. He noted that next year will be much more difficult to make cuts. The County Board also discussed a referendum question to be put to the voters asking for the schools to reduce their levies. The County Board voted to approve the offering of a pension plan instead of IMRF to future Elected Officials with the County paying up to $8,000 towards the cost and which is expected to remove the long-term expense off the local tax payers.

10.0 BOARD BUSINESS - CONSENT AGENDA
10.1 Approval of Minutes
   10.1a November 16, 2017 - Joint Committee Meeting
   10.1b November 16, 2017
   10.1c December 11, 2017
10.2 Motion to accept the Treasurer’s Report for November 30, 2017 as presented.
10.3 Motion to authorize the Executive Director to execute the one-year contract extension option with Hagg Press of Elgin, IL, for the printing and mailing of the Landscapes Magazine through Spring 2019 (Bid #1216.10.01).
10.4 Motion to adopt Resolution #17-47 authorizing the Executive Director to execute the agriculture lease agreement on 330 acres of the Paulsen Parcel with Gary, Jim and Michele Harp of Harp Farms LLC, the highest responsive bidder for the term of April 1, 2018 thru February 28, 2021 at a lease rate of 44.78% (Bid#1117.08.01).
10.5 Motion to authorize the Executive Director to execute the one-year contract extension option with Sikich, LLP of Naperville, Illinois to serve as the District’s independent auditors and perform audit services for the fiscal year ending March 31, 2018 for a cost not to exceed $20,750.
10.6 Second Reading. Motion to pass Ordinance #17-940 amending Personnel Policy: Appendix A: Alcohol & Drug Abuse Policy and Appendix C: Criminal Background Checks Policy.
10.7 Motion to adopt Resolution #17-51 appointing Ray Eisbruner (2018-2021), Dennis Dreher (2017-2020), Martie Gorman (2017-2020), and Kevin Ivers (2018-2021) as Directors to the McHenry County Conservation Foundation.
10.8 Motion to adopt Resolution #17-48 authorizing the execution of a Property Owner Certification of Environmental No Further Remediation document as requested by Illinois Department of Transportation related to the Algonquin Bypass.
10.9 Motion to authorize the promotion of the two remaining Restoration Technicians in the Natural Resource Management Department to Restoration Ecologists beginning January 1, 2018.
10.10 Motion to pass Ordinance #17-941 amending Personnel Policy - Appendix H - Non Discrimination and Anti-Harassment Policy.
10.11 Motion to appoint delegates and alternates representing the McHenry County Conservation District at the 2018 Conservation Congress for the following groups as proposed: Trustees, Trustees’ Emeritus, Stewardship Volunteers, SWEEP Volunteers, Ski Patrol Volunteers, Education Volunteers,
McConnell/Powers Walker Volunteers, Century Hikers Club, Hunting Program and Agricultural Lease Program.

10.12 Motion to authorize the submission of a grant application to the US Army Corps of Engineers Section 23 program to develop a new headwater stream Index of Biotic Integrity (IBI) for headwater streams in partnership with Openlands and the USACE.

10.13 Motion to adopt Resolution #17-49, authorizing the Executive Director to execute a license agreement with the Cary Park District for the purposes of operating a day camp program at the Fel-Pro RRR Conservation Area during the summers of 2018, 2019, and 2020.

10.14 Motion to adopt Resolution #17-50 authorizing the Executive Director to execute the First Amendment of the 2014 License Agreement with McHenry County for the use of two (2) additional buildings at the Brookdale Conservation Area for equipment storage by the McHenry County Division of Transportation.

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

11.0 OTHER BOARD BUSINESS

11.1 Approval of Bills Payable for the Month of November 2017

A motion was made by Secretary Scacci, seconded by Treasurer Merkel, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending November 30, 2017. A roll call vote gave the following results: Scacci-yes, Kranz-yes, Brandt-yes, Merkel-yes, Campbell-yes, Henning-recused, Barrett-yes. Motion passes 6 to 0 with 1 recusal by Trustee Henning.

11.2 Discussion on the Hollows Conservation Area - Alternative Agriculture Concept

Director of Operations and Public Safety Kremer explained that after reviewing all of the submissions, staff was recommending that the District continue to negotiate with All Grass Farms, LLC as being the best fit for the goals of the District as well as experience in this type of business. There were questions from the Trustees about how they handle predators and about pasture mixes and that the soils are marginal for standard crops except there were five acres of good soil near the former residence.

A motion was made by Trustee Brandt, seconded by Trustee Henning, authorize staff to negotiate with All Grass Farms, LLC of Dundee, IL for the establishment of a farm-to-table operation at the Hollows Conservation Area with the goal of bringing back a license agreement for the Board of Trustees to review and approve in early 2018. A roll call vote gave the following results: Brandt-yes, Campbell-yes, Merkel-yes, Scacci-yes, Henning-yes, Kranz-yes, Barrett-yes.
11.3 Recognition of Extraordinary Contributions of Individuals—Proposal to Establish a Conservation Awards Program

Executive Director Kessler explained that after being approached about the District recognizing individuals who have significantly contributed to the District and the conservation movement, a staff ad hoc committee was established to discuss establishing a formal award and process where these non-monetary services could be recognized beyond donations to the Big Woods or McHenry County Conservation Foundation “Join the Journey - Leave a Legacy” Campaign. The committee proposed two different categories of recognition for those that are currently active and those who have passed away after a long history of contributions to the District. Applications would be accepted online and would not involve any cash awards, or plaques on the District buildings or sites, etc.

The consensus was to accept this first reading of the concept and to direct staff to finalize their recommendations for formal approval at a future meeting as a second reading.

12.0 PRESIDENT’S REPORT

President Barrett wished everyone a safe and happy holiday season to remind them that days will be getting longer because today was the winter solstice.

13.0 TRUSTEES’ REPORTS

Trustee Campbell gave a presentation of the data from the seed collection volunteer group including pictures of the seed processing as well as the collection. Director of Land Preservation and Natural Resources Collins commented that the source acreage from which to collect seed have increased from around 100 acres to thousands due to the work of these and other seed collectors and plantings over the years.

14.0 EXECUTIVE DIRECTORS’ REPORT

14.1 PDRMA Loss Control Review

Executive Director Kessler reported that the District had scored 99.26% on our review and are one of the higher scorers within the group. She acknowledged the exceptional work of staff in the loss control review and the leadership of Human Resources Manager Heider that coordinates the accreditation process.

Executive Director Kessler reported that she had contacted the staff at the City of Crystal Lake regarding a pending agreement but has not yet received a response and will reach-out again in the new year. She shared that the City of Crystal Lake in cooperation with the Crystal Lake Park District and District had applied and received a grant to relocate the Prairie Trail to an alternative traffic crossing at Walkup Road and Route 176. Based on costs, environmental impact, and universal access the local planning team proposed an alternative solution to the granting agency which had recently been denied. The local agency planning team remains
interested in redirecting cyclists and pedestrians to a lighted crossing at Walkup Road and Route 176 and will work together to implement wayfinding signage and improvements at a pre-existing entry location established by the Park District.

Executive Director Kessler also reported that she will be serving on two new committees with the County and Community Members/Municipalities in the upcoming year: MAPP Active Communities Working Group and the CMAP Technical Assistance Shared Services Group. More information will be shared as the projects moved forward but she is enthusiastically looking to participate and contribute to the projects.

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

16.0 ADJOURN
A motion was made by Secretary Scacci, seconded by Vice President Kranz, to adjourn the meeting. A voice vote resulted in all ayes.

Motion passed unanimously. Meeting adjourned at 7:34 p.m. December 21, 2017.

Respectfully submitted,

[Signature]

Vern Scacci, Secretary

[Date] 1/18/19