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 5:01 p.m. by President Kranz on the evening of Thursday, December 20, 2018 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

2.0 PLEDGE OF ALLEGIANCE
President Kranz led the Pledge of Allegiance.

3.0 INTRODUCTORY ROLL CALL
3.1 Roll Call
Trustees Present: Dave Kranz, President
Vern Scacci, Vice President
Pete Merkel, Treasurer
Dave Brandt, Secretary
John Henning, Trustee
Carolyn Campbell, Trustee
Benjamin Washow, Trustee

Counsel & Staff Present: Robert “Bob” Nowak, County Board Liaison
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, Director of Marketing & Communications
Anne Basten, Executive Assistant
Deb Chapman, Educational Services Manager
Ty Culver, Acting Chief of Police
Sara Denham, Wildlife Resource Center Manager
Shawn Flavell, Director of Development/Executive Director
McHenry County Conservation Foundation
Jenny Heider, Human Resource Manager
Amy Peters, Planning Manager
Val Siler, Land Preservation Manager
Perry Weborg, Sites & Fleet Manager
Brad Woodson, Natural Resource Manager
Steve Stabenow, Region 1 Ranger

Guests Present: Jacob Karkowski, Student
Dustin Babler, Harvard

4.0 CONSERVATION ETHIC
Vice President Scacci read Goal #6 and Treasurer Merkel read Goal #1 aloud.
5.0 TRUSTEE REPORT
Vice President Scacci congratulated Director of Land Preservation and Natural Resources Collins on becoming a grandfather.
Secretary Brandt positively commented on the online customer service and instant response to adding subtitles/closed caption to District videos on social media.
Treasurer Merkel commented positively on information provided by Natural Resource Manager Woodson and Education Program Coordinator Compton.

6.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak reported that the newly seated County Board was beginning their new sessions and that the committee structure is now made up of six committees with eight members each. Steven Doherty’s appointment in District 4 was accepted by the County Board to fill the vacant position left by Craig Wilcox on becoming Illinois State Senator in Legislative District #32. The position left open by the resignation of Michael Walkup has not yet been filled.

7.0 PRESIDENT’S REPORT
President Kranz reported on the passing of founding board member, Trustee Robert Fritz. A moment of silence was requested in his honor.

8.0 PUBLIC COMMENTS
There were no public comments made.

9.0 PRESENTATIONS/INTRODUCTIONS
9.1 Recognition of Steve Stabenow - Resolution #18-36
A motion was made by Vice President Scacci, seconded by Secretary Brandt, to adopt Resolution #18-36 A Resolution of Commendation for Heroic Efforts by Steven Stabenow as presented. A voice vote resulted in all Ayes.
Motion passed unanimously.

President Kranz then asked Region 1 Ranger Stabenow to come to the front of the room and President Kranz then read the Resolution aloud. He then presented the executed Resolution to Ranger Stabenow and congratulated him on his heroism.

The video: “12 Days of Nature” was then played.

9.2 School Springs Wetland & Stream Mitigation Bank at Glacial Park - Banking Instrument Presentation & Discussion
Director of Land Preservation and Natural Resources Collins explained that the banking instrument was still in draft form but had been forwarded to the US Army Corps of Engineers in advance to make sure all of the information is in the correct locations before the official application is made. The Board of Trustees will be seeing the final document again before the final submission. This presentation is to inform the Board of Trustees of the requirements, the location, the steps taken to date, and the expected revenue and timeline, and to answer any questions before staff moves forward to the next step.

Director of Land Preservation & Natural Resources Collins then explained the history beginning with “No Net Loss of Wetlands” under President George H.W. Bush for unavoidable impacts to Wetlands of the United States (WOTUS). He explained the
different between the handling of WOTUS and isolated wetlands which can be handled through local regulations including stormwater ordinances.

Director of Land Preservation and Natural Resources Collins explained the types of mitigation options available to developers and the status of existing banks within the County which are either close to being completed or closed to new permits.

The School Springs proposal is expected to qualify for stream and wetland mitigation which is determined and overseen by the Inter-Agency Review Team made up of representatives of the US Army Corps of Engineers, US Environmental Protection Agency, and the US Fish and Wildlife Service. The requirements of the banking instrument were then reviewed and include: credit availability; financial assurances; accounting procedures; deed restrictions; ongoing monitoring; and long-term management funding. Director of Land Preservation and Natural Resources Collins reviewed each of the requirements and explained how the District will meet the various requirements and funding of the long-term management and planned efficiencies obtained through a larger site and the beneficial impacts expected for wildlife and butterflies. He explained that we would restore the site even if it ends up not qualifying but it is expected to qualify.

Natural Resource Manager Woodson was available to answer any questions.

10.0 BOARD BUSINESS - CONSENT AGENDA

10.1 Approval of Minutes
   10.1a November 15, 2018
   10.1b December 6, 2018 - Special Call

10.2 Motion to accept the Treasurer’s Report for November 30, 2018.

10.3 Motion to adopt Resolution #18-37 transferring $430,295 from the General Fund’s unrestricted fund balance to a new “Debt Service - Installment Loan” to provide for the interest payments on the Pichen installment loan.

10.4 Motion to adopt Resolution #18-38 transferring total residual balances of $343,920.13 within the inactive Debt Service Funds to Fund #25, 2014 General Obligation Refunding Bonds Debt Service Fund.

10.5 Motion to adopt Resolution #18-35 establishing the Regular Meeting Dates of the Board of Trustees of the McHenry County Conservation District for the Calendar Year 2019

10.6 Motion to authorize the preparation of specifications and letting of bids for the printing and mailing of four issues of the District’s quarterly magazine, Landscapes magazine beginning with Summer 2019 and running through Spring 2020, with the option to extend the contract for an additional year through Spring 2021 (Bid #1218.10.01).

10.7 Motion to re-authorize the preparation of bid specifications and letting of bids for HMA improvements of the existing entrance drive to Lost Valley Visitor Center, Glacial Park Conservation Area, Richmond/Ringwood (Bid #1218.09.01 - RA).

10.8 Motion to adopt Resolution #18-39 appointing Brad Semel and Kim Becker as Directors to the McHenry County Conservation Foundation.

10.9 Motion to affirm Change Order #2 from National Wrecking Company of Chicago, IL, extending the completion deadline to Spring 2019, 10 working days once the ground thaws and soil is stable at the Fox Bluff - Camp Algonquin Building Demolition & Restoration Phase II (Bid #0718.09.01).
10.10 Motion to affirm Change Order #1 Behm Pavement Maintenance, Inc. of Crystal Lake, IL deducting $720 from the original contract sum for Miscellaneous Asphalt Repairs and Resurfacing of FelPro RRR, Glacial Park, Wildlife Resource Center Conservation Areas (Bid #0218.07.18).

10.11 Motion to affirm Change Order #1 with Schroeder Asphalt Services, Inc. of Huntley, IL, extending the contracted deadline to May 31, 2019 for the asphalt resurfacing of the Prairie Trail Link and the Region One Maintenance Shop parking lot (Bid #0218.09.02).

10.12 Motion to authorize the preparation of bid specifications and letting of bids for the fabrication and installation phases of the “Passport to Lost Valley Adventure” exhibits as described in the Illinois Public Museum Capital Grant Program application, Project #MC 14-33, following the execution of a Project Agreement between the IDNR and the McHenry County Conservation District.

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

Motion passed unanimously.

11.0 OTHER BOARD BUSINESS

11.1 Approval of Bills Payable for the Month of November 2018

11.1a Treasurer’s Internal Audit

Director of Administration and Finance Dylak had provided the requested information from the previous meeting in writing which was shared with the Board of Trustees in advance. All items were in compliance with the purchasing policy and procedures.

It was requested that the following documents be pulled for review: B7473 Blue Skies Flying Service, Inc. - $156.20; P0905 Pitel Septic Inc - $1,540 (all six invoices); and, L8785 Lucky Locators, Inc. - $490.

11.1b Motion to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending November 30, 2018.

A motion was made by Trustee Henning, seconded by Trustee Campbell to pay the bills as indicated on the Submission of Bills Pending Report for the month ending November 30, 2018 as presented. A roll call vote gave the following results: Washow‐yes, Henning‐yes, Scacci‐yes, Brandt‐yes, Campbell‐yes, Merkel‐yes, Kranz‐yes.

Motion passed unanimously.

11.2 Consideration of a Letter of Support to Cost Share in the McHenry County Bike‐Share Pilot Program

Executive Director Kessler explained that even though the District does not have sales tax revenue which might be generated by local businesses from the use of the bike‐share program, it would be a missed opportunity not to participate as we are hopeful that some of the riding to be done will be on the District bike trails and supports our overall efforts to collaborate with local businesses and municipalities on the role of public lands on growing the economy through increased tourism.

Director of Operations and Public Safety Kremer explained that Zagster hires local bike shops to maintain and move the bikes at their expense. Zagster is expecting
hundreds of riders and statistics show that that the bike stations near bike trails had a higher use for recreation than those by mass transit stations for commuting use. 

There was discussion about branding, insurance, and partnerships with others. Treasurer Merkel pointed out that a lot of grant funding and public investments have been made into the existing bike paths and that spending more money to get more use out of the existing trails is money well spent.

A motion was made by Secretary Brandt, seconded by Treasurer Merkel to authorize the Executive Director to prepare and execute a Letter of Support for the McHenry County Pilot Bike-Share Program committing to cost share in the program by contributing $5,000 in 2019 and $5,000 in 2020 for an overall contribution of $10,000. A roll call vote gave the following results: Henning-no, Scacci-yes, Campbell-yes, Washow-no, Merkel-yes, Brandt-yes, Kranz-yes.

Motion passed by a vote of 5 to 2.

11.3 Board Governance - Discussion on Process for Reviewing Draft Executive Session Minutes Prior to acceptance by Board of Trustees

After a brief discussion on the process proposed by staff, the consensus was to allow for two months to review Executive Session minutes before acceptance and to have hard copies placed in the board member folders the evening of the meeting where they will remain and be retrieved by the Executive Director after the meeting for destruction.

12.0 EXECUTIVE DIRECTOR’S REPORT
12.1 Legislative Update - Verbal

Executive Director Kessler reported that she had recently spoken to Representative Reick who has been assigned to the Rules Committee in Springfield. She also spoke with Representative Skillin and Senator Wilcox. Senator DeWitte’s aide, a former Kane County Forest Preserve District Board Member, has reached out to the District. She also announced that the capital bill discussion meeting with other environmental groups will be held on January 25, 2019 at the IACFPD Meeting in Chicago. She also shared a recent Federal Court decision which evoked a quote from “The Lorax” by Dr. Seuss indicating the US Forest Service had not acted on its responsibility to “speak for the trees” when the Forest Service gave approval for a pipeline to cross two National Forests and the Appalachian Trail.

12.2 Strategic Planning Update

Executive Director Kessler reported that she and staff are still working through the notes of the December 6, 2019 meeting.

12.3 Leadership Greater McHenry County - Community Café

Executive Director Kessler reported that the District and the McHenry County Conservation Foundation will each be sponsoring a table at the upcoming discussion on January 10, 2019 at McHenry County Government Center.

12.4 Walkability Action Institute - McHenry County Delegation

Executive Director Kessler reported that a grant application has been submitted through the County to attend an upcoming conference in Georgia in April 2019 and that Director of Operations and Public Safety Kremer would be one of the delegates invited to participate, if the grant is awarded. Only eight grants are given nationwide.
Executive Director Kessler also reported that the Chicago Regional Trees Forum will be January 9, 2019 at Morton Arboretum.
She also reported that Acting Chief Culver has been doing a great job during the transition before Chief King begins on January 7, 2019. The police have been busy since Chief Diedrick’s retirement.

13.0 COMMITTEE ASSIGNMENTS & REPORT
13.1 Trustee Reports on Conferences & Meetings Attended
13.1a Fox River Ecosystem Partnership (FREP)
Trustee Campbell reported that she had an opportunity to talk to other people at the most recent meeting and that elections will be held in January for officers.

13.1b CMAP
Director of Land Preservation and Natural Resources Collins had nothing to report.

13.1c Chicago Wilderness
Executive Director Kessler reported the Steering Committee had met the previous day with an end of the year wrap up and that the next meeting is January 16, 2019 when she will begin serving as Chair of the alliance. She invited Board Members to attend if they were interested.

13.1d McHenry County Farm Bureau
Trustee Henning reported there had not been a meeting.

13.1e IACFPD/IAPD/NRPA
Secretary Brandt reported that he, Trustee Campbell, and Treasurer Merkel were planning on attending the upcoming luncheon and IACFPD meeting as part of the IAPD/IPRA Soaring to New Heights Conference on January 25, 2019.

13.1f McHenry County Conservation Foundation
Secretary Brandt reported that the December meeting was the first one with Executive Director Flavell where she shared a draft gap analysis and a proposed timeline for filling the gaps. There are a lot of projects and the Board of Directors and staff are pulling things together to close out previous commitments to projects, etc. They discussed the Open Meetings Act and although they are not required to follow the Act, they will err on the side of transparency except when discussing donors.
Executive Director Kessler reminded the District Trustees that they have another strategic planning meeting scheduled for January 31, 2019 and that the Board of Directors of the Foundation will be meeting immediately following that meeting and encouraged Trustees to stay and meet the Directors of the Foundation.

13.1g McHenry County Council of Governments
Vice President Scacci reported that he and Executive Director Kessler attended the meeting and conversed with many state, county and municipal elected officials and noted that there were many new faces.
13.1h **Green Drinks Crystal Lake**
President Kranz reported that six of the “Made in McHenry County” entrepreneurs had given brief presentations.

13.1i **Conservation Congress 2018**
Secretary Brandt reported that things are moving forward for the State of Conservation to be held on Thursday, February 7, 2019 at the Lost Valley Visitor Center from 6 to 8 p.m. Trustees Brandt, Kranz, Scacci, Campbell and Merkel are expecting to attend as is County Board Liaison Nowak.

13.1j **MCCG Shared Investment Study & Algonquin/Cary Subarea Plan Steering Committee**
Executive Director Kessler reported that the data which was submitted is being distilled and all are awaiting the findings.

13.1k **MAPP**
Director of Operations and Public Safety Kremer reported that he had attended a meeting on this same day and they were informed that the District is researching low speed electric bikes in relation to our use policies. The group asked for a brief presentation on what the District has found so far. It was noted that our current speed limit is 15 mph and electric bicycles can go almost double that speed. Director of Operations & Public Safety Kremer reported that this topic stirred an interesting debate.

Director of Operations and Public Safety Kremer shared that there will be a presentation in Elgin on January 25, 2019 on the bike share program and the Complete the Streets program. McHenry County Division of Transportation is coordinating a group to attend via PACE bus.

13.1l **Other Outreach Contacts**
Executive Director Kessler reminded the Trustees that the Inaugural District Champions and Legacy Awards are open for nominations through the end of the year.

President Kranz reported that the US Senate had passed the Modern Fish Act and that all Senators had voted aye.

County Board Liaison Nowak stated that he and his wife had attended a District program on owls but that he was disappointed that no owls were heard.

14.0 **PUBLIC COMMENTS II**
There were no public comments.

15.0 **EXECUTIVE SESSION**
At 7:04 p.m. a motion was made by Secretary Brandt, seconded by Trustee Washow, to go into Executive Session pursuant to Exception 2C11 (Pending Litigation) and 2C21 (Review of Closed Session Minutes) of the Open Meeting Act. A roll call gave the following results: Campbell-yes, Merkel-yes, Henning-yes, Washow-yes, Brandt-yes, Scacci-yes, Kranz-yes

Motion passed unanimously.
16.0 RECONVENE
The Regular Monthly Meeting of the Board of Trustees of the McHenry County Conservation District was reconvened to order at 7:37 p.m. by President Kranz on the evening of Thursday, December 20, 2018 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

16.1 Roll Call
Trustees Present: Dave Kranz, President
Vern Scacci, Vice President
Pete Merkel, Treasurer
Dave Brandt, Secretary
John Henning, Trustee
Carolyn Campbell, Trustee
Benjamin Washow, Trustee

Counsel & Staff Present: Robert “Bob” Nowak, County Board Liaison
James D. Rock, Legal Counsel
Elizabeth S. Kessler, Executive Director
John Kremer, Director of Operations & Public Safety
Anne Basten, Executive Assistant

17.0 ACTION ON ITEMS OUT OF EXECUTIVE SESSION
There was no action considered on Executive Session items.

18.0 ADJOURN
A motion was made by Trustee Washow, seconded by Trustee Henning, to adjourn the meeting. A voice vote resulted in all ayes.
Motion passed unanimously. Meeting adjourned at 7:38 p.m. December 20, 2018.

Respectfully submitted,

[Signature]

Dave Brandt, Secretary

Date 1/17/18

Open Session Minutes 12.20.2018