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 5:03 p.m. by President Kranz on the evening of Thursday, September 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
              John Henning, Trustee
              Carolyn Campbell, Trustee
              Benjamin Washow, Trustee

Trustees Absent: Dave Brandt, Secretary

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
                        Andy Dylak, Director of Administration & Finance
                        Ed Collins, Director of Land Preservation & Natural Resources
                        Wendy Kummerer, Director of Marketing & Communications
                        Anne Basten, Executive Assistant
                        Jeff Diedrick, Chief of Police
                        Sarah Denham, Wildlife Resource Center Manager
                        Jenny Heider, Human Resource Manager
                        Amy Peters, Planning Manager
                        Val Siler, Land Preservation Manager
                        Brad Woodson, Natural Resource Manager
                        Amanda Bronge, Police Officer
                        Ronald "Kelly" Patterson, LVVC Facility and Maintenance Worker
                        Cindy Rendl, GIS Specialist

Guests Present: James R. Savio, CPA, MAS of Sikich, LLC
               Jacob Karkowski, Student

3.2 Motion to authorize Vice President Scacci to serve as Secretary Pro Tem

A motion was made by Trustee Henning, seconded by Trustee Washow, to authorize Vice President Scacci to serve as Secretary Pro Tem and to execute all
documents approved for this evening. A roll call vote gave the following results:
Scacci-yes, Washow-yes, Merkel-yes, Campbell-yes, Henning-yes, Kranz-yes.
Motion passed unanimously.

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

5.0 TRUSTEE REPORT
Trustee Campbell worked with Sites & Fleet Regional Ranger Mary Deja at the Hollows on a recent day. She also attended the full day Water Forum and tour. Trustee Campbell attended a meeting regarding the Future Energy Jobs Act (FEJA) presented by Illinois Clean Jobs Coalition and Environmental Defenders of McHenry County. Senator Pamela Althoff, Representative Steve Andersson, and County Board Member Wilcox were present.

6.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak congratulated President Kranz on his election to the position. The County Board had met on Tuesday of this same week and voted to reduce the size of the county board to eighteen (18) members effective 2022. The makeup of the eighteen (18) members was left open by the Amendment Committee to be decided later; currently there will be three (3) members from each of the six (6) Districts. There will also be a term limit question on an upcoming ballot. A proposed noise ordinance was on thirty (30) day review to be for all unincorporated areas of the county. A resolution adopting an IGA with the Illinois Tollway, City of Marengo and Illinois Department of Transportation was executed authorizing the acquisition of land for an exchange at Route 23 and the Illinois Tollway.

7.0 PRESIDENT’S REPORT
President Kranz reported that he had been very busy but had nothing specific to report to the board.

8.0 PUBLIC COMMENTS
There were no public comments made.

9.0 PRESENTATIONS/INTRODUCTIONS
9.1 Introduction of New Team Members
9.1a Police Officer - Amanda Bronge
Chief Diedrick introduced Police Officer Amanda Bronge who had job shadowed with the department when she was in high school and had now graduated from the University of Wisconsin with a double major and would be fully trained and patrolling on her own in mid-December.

9.1b Facilities Maintenance Worker - Kelly Patterson
Director of Operations and Public Safety Kremer introduced Ronald “Kelly” Patterson who had previously worked as buildings manager for Harley Davidson in Woodstock, IL. He had a First Friday Concert set up and take down in his first week at Lost Valley Visitor Center.
9.2 Recognition of Participation
Marengo Community High School, District 154 - Job Shadowing Program sent a recognition plaque thanking the District’s Police Department for their ongoing participation in the program.
President Kranz read the recognition to those present.

9.3 FY 2018 Audit Presentation/CAFR
Director of Administration and Finance Dylak introduced Jim Savio, CPA, MAS of Sikich, LLP which is one of the top 30 firms in the nation for governmental agencies.
Mr. Savio was very complimentary of the District staff and thanked them for providing all of the information needed to complete the audit and met all of the deadlines. He then reviewed the highlights of the document and noted that they do not opine on the sections of the document other than financial. He explained the Independent Auditors Report with the unmodified opinion being the highest. He noted that the GASB Statement No. 75 mandate had been instituted earlier than required; which related to recognizing the liability for retiree health expenses.

The Management’s Discussion and Analysis (MD&A) points out changes and summarizes the year and is followed by the financial statements for all funds. The net position was consistent with the goals of the District.
Additional statements covered revenue and changes in fund balances. The sale of capital assets was similar to the previous year. Mr. Savio noted that page 26 in the footnotes includes the postemployment schedules. Pages 38-40 covers the IMRF participation which will eventually show ten (10) year trend data. It was noted that the employer’s net pension liability has decreased. Page 41 shows the schedule of changes related to the implementation of GASB Statement No. 75.

No Material Weaknesses were noted, but there were two (2) adjusting entries posted during the audit and a third adjusting entry was noted, but deemed immaterial which were listed under ‘Deficiency’ in the report. Treasurer Merkel commented that in his experience, grant postings are extremely difficult to post properly due to timing throughout the process as the application for the grant, the work required of the grant, and the reimbursement of the grant can span several years and that it is not a reflection on the staff. He then congratulated the staff. Director of Administration and Finance Dylak replied that one of the adjusting entries was related to an invoice for a grant that was received after the audit and first draft of the CAFR had been completed. The second adjusting entry was related to an invoice where engineering billable hours covered two fiscal years and staff recorded the expenses to a single fiscal period in which the invoice was received.

Mr. Savio thanked the Board of Trustees and left the meeting.
9.4 Geographical Information Systems (GIS)  
Director of Land Preservation and Natural Resources Collins introduced GIS Specialist Cindy Rendl noting that she had provided special analysis training to the Natural Resources Management staff which has proven valuable to their work. GIS Specialist Rendl then gave a presentation showing the transformation of the tools and data from the historical hand drawn and colored maps pieced together to the higher tech computer tablets and GPS units that are taken in the field today and the maps and layers of information that are created and used for evaluation. She used the historical mapping of the oaks in the county to show the net loss of old growth trees and even with all of the OAKtober events and plantings throughout the county by the District and other organizations that there is still a net overall loss of oaks at this time.

10.0 BOARD BUSINESS - CONSENT AGENDA
10.1 Approval of Minutes  
10.1a August 16, 2018 - Regular Meeting
10.2 Accept Executive Session Minutes and Place in Confidential File Closed Session Minutes until released  
10.2a August 16, 2018 - Executive Session
10.3 Motion to accept the Treasurer’s Report for August 31, 2018 as presented.
10.4 Motion to approve the lowest qualified bidders of Shooting Star Native Seeds of Spring Grove, MN ($85,197.78), Genesis Nursery, Inc. of Tampico, IL ($54,803.09), Agrecol, LLC of Evansville, WI ($23,021.24), and Spence Restoration Nursery of Muncie, IN ($3,528.06) for a total cost not to exceed $166,550.17 for the completion of seeding projects on approximately 151 acres of various habitats for standard mixes and special revenue account projects within conservation areas (BID #0818.08.01).
10.5 Motion to award a contract for construction and restoration of asphalt resurfacing of The Hollows and Rush Creek Conservation Areas, from Chadwick Contracting Company, of Lake In The Hills, IL, the lowest responsible and responsive bidder, for a cost not to exceed $200,387.44 (BID #0818.09.01-RA).
10.6 Motion to award a contract for the demolition and restoration of the remaining 25 buildings on the Fox Bluff Conservation Area, Algonquin, from National Wrecking Company of Chicago, IL, the lowest responsible and responsive bidder, for a cost not to exceed $193,866.19 (BID #0718.09.01-RA).
10.7 Motion to terminate the wireless service contract with Sprint of Schaumburg, IL and award a twelve (12)-month wireless/cellular services and equipment contract with Celco Partnership d/b/a Verizon Wireless (State of Illinois Contract CMS793372P, PBC #15-93372, IBB Ref. #22037605), for an estimated cost of $3,472.19 a month effective October 1, 2018.
10.8 Motion to accept the Comprehensive Annual Financial Report as prepared by Sikich, LLP of Naperville, IL for Fiscal Year 2018 which began on April 1, 2017 and ended March 31, 2018.
10.9 Motion to adopt Resolution #18-26 approving a Memorandum of Understanding between the McHenry County Conservation District and the McHenry County Conservation Foundation.
10.10 Motion to adopt Resolution #18-25 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.
10.11 Motion to accept the State Wildlife Grant Program Final Report to the Illinois Department of Natural Resources (IDNR) on the Smooth Green Snake Project (T-109-R-1) as presented.

10.12 Motion to accept the 2018 Oak Reproduction in Midwestern Savannas and Woodlands: Understanding and Managing Acorn Dispersal Version 1.0 Study as presented.

10.13 Motion to authorize travel expenditures for Trustee Campbell to attend the National Recreation and Park Association (NRPA) 2018 Conference from September 25-27, 2018 at a cost not to exceed $1,000.

Item 10.9 was pulled for further discussion.

A motion was made by Treasurer Merkel, seconded by Vice President Scacci, to approve the Board Business - Consent Agenda items 10.1 through 10.8 and 10.10 through 10.13 as presented. A roll call vote gave the following results: Campbell-yes, Merkel-yes, Scacci-yes, Henning-yes, Washow-yes, Kranz-yes.

Motion passed unanimously.

A motion was made by Treasurer Merkel, seconded by Vice President Scacci, to adopt Resolution #18-26 approving a Memorandum of Understanding between the McHenry County Conservation District and the McHenry County Conservation Foundation as presented.

Discussion followed regarding keeping track of the resources used by the Development Director to determine the full costs. The wording on the method of reviewing the success of the position and yearly goals were not included in the agreement and Executive Director Kessler stated that these are covered in general terms but the specifics would be developed and shared for discussion once the Development Director is on board, an assessment of current conditions/baseline is completed and both the Board of Directors of the Foundation and Board of Trustees of the District have had time to review and discuss the assessment which is expected within the first 3-6 months, or no later than March 31, 2019. Executive Director Kessler also stated that the Foundation board is reviewing their by-laws to adjust for having an Executive Director as specified in the MOU. The role of the McHenry County Conservation Foundation is to enhance, support and advance the mission of the McHenry County Conservation District and its project partners.

The consensus was that this board would receive regular updates from the Foundation Board. Executive Director Kessler shared that this is envisioned to be done monthly through the Board Liaison with a quarterly written report provided to the Board of Trustees as is current practice with the District’s Strategic Plan, Dashboard, ADA, In-the-News, etc.

A roll call vote gave the following results: Washow-abstained, Henning-yes, Scacci-yes, Campbell-yes, Merkel-yes, Kranz-yes.

Motion passed 5 to 0 with 1 abstention by Trustee Washow.

11.0 OTHER BOARD BUSINESS

11.1 Approval of Bills Payable for the Month of August 2018

11.1a Treasurer’s Internal Audit

Director of Administration and Finance Dylak had provided the requested information from the previous meeting in writing and passed it to the board members to review. All items were in compliance with the purchasing policy and procedures.
It was requested that the following documents be pulled for review: Marking Specialists Corp - $19,350; ESRI - $1,500 & $700; Hammer time Sports - $119.95.

11.1b Motion to approve the payment to Conserve FS as indicated on the Submission of Bills Pending Report for the period ending July 31, 2018. A motion was made by Treasurer Merkel, seconded by Vice President Scacci, to approve the payment to Conserve FS and Dave’s Bait & Tackle as indicated on the Submission of Bills Pending Report for the period ending August 31, 2018 as presented. A roll call vote gave the following results: Henning-abstain, Scacci-yes, Campbell-yes, Washow-yes, Merkel-yes, Kranz-abstain. Motion passed 4 to 0 with an abstentions by Trustee Henning and President Kranz due to conflict of interest.

11.1c Motion to approve the payment of the balance of bills as indicated on the Submission of Bills Pending Report for the month ending August 31, 2018. A motion was made by Treasurer Merkel, seconded by Trustee Campbell to pay the balance of bills as indicated on the Submission of Bills Pending Report for the month ending August 31, 2018 as presented. A roll call vote gave the following results: Campbell-yes, Merkel-yes, Henning-yes, Washow-yes, Scacci-yes, Kranz-yes. Motion passed unanimously.

11.2 Passage of 2018 Property Tax Levy Extension and Truth in Taxation Ordinance #18-955 Director of Administration and Finance Dylak gave an overview presentation reiterating that all non-debt levies combined are equal to the Aggregate Levy. The proposed levy ordinance includes the 2017 Levy received (minus abatement) plus the CPI of 2.1% and the estimated new development for a total increase of 2.6% and totaling $7,998,562. The total 2017 Levy request before abatement was $8,010,465 so asking for less than last year. Director of Administration and Finance Dylak explained that the Debt Service Levy requested for 2018 is $19,987,812. The total of the 2018 Aggregate Levy request and the 2018 Debt Service Levy request is 2.5% overall increase and therefore the publishing of a Black Box or holding a public hearing was not required. Director of Administration and Finance Dylak noted that by increasing the PTELL limited levies only twice in the last (6) six years, the District forfeited (saved the taxpayers) more than $2.8 million dollars in potential tax revenues. A motion was made by Vice President Scacci, seconded by Trustee Campbell to pass Ordinance #18-955 establishing the levy and assessment of property taxes for the McHenry County Conservation District, McHenry County, Illinois in the calendar year 2018; to be collected in the calendar year 2019 as presented. A roll call vote gave the following results: Merkel-yes, Washow-no, Henning-yes, Scacci-yes, Campbell-yes, Kranz-yes. Motion passed by a majority of 5 to 1.
11.3 Authorization to Negotiate/Bid Agricultural Leases: Rose & Schweiger Parcels

Executive Director Kessler explained that as of this date, the District has negotiated payments for the outstanding monies due and recommends negotiating lease renewals with the existing tenants.

A motion was made by Vice President Scacci, seconded by Trustee Washow, to authorize the negotiation on the Rose parcel with the current tenants Ron & Steve Pierce and the Schweiger parcel with current tenant Dan Ziller per the District's Farm Management Policy #700.04. A roll call vote gave the following results: Scacci-yes, Washow-yes, Merkel-yes, Campbell-yes, Henning-yes, Kranz-yes.

Motion passed unanimously.

11.4 Affirmation/Approval of Emergency Expenditure - Repair of Drainage Tile at Pleasant Valley Conservation Area

Executive Director Kessler explained that staff was trying to get additional quotes but had not received any other than from Zimmerman. It was noted that because the tile goes through jurisdictional wetlands, perforated tiles are not allowed. Director of Land Preservation and Natural Resources Collins explained that the District has done no hydrological work in this area since we have owned the properties and it needs to be done. There was additional discussion about failing drain tiles and the need to increase this line item for the future budgets.

A motion was made by Vice President Scacci, seconded by Treasurer Merkel, to affirm the emergency expenditure for the repair of drain tile at Pleasant Valley Conservation Area with Zimmerman Farm Drainage of Woodstock, IL for a cost not to exceed $21,000. The motion was amended to a cost not to exceed $30,000 by Vice President Scacci and accepted by Treasurer Merkel.

A roll call vote gave the following results for the amended motion: Campbell-yes, Merkel-yes, Scacci-yes, Henning-yes, Washow-yes, Kranz-yes.

Motion passed unanimously.

12.0 EXECUTIVE DIRECTOR’S REPORT

12.1 Legislative Update - Verbal Report

Executive Director Kessler reported that several key pieces of federal legislation expired the following week. She asked those who might be interested to contact their US Representatives and Senators to support the continuation of the Land and Water Conservation Fund (LWCF) and the rejection of the proposed amendments to the Endangered Species Act.

Executive Director Kessler asked if any of the Trustees wished to attend the Openlands luncheon in addition to Treasurer Merkel. She also announced that Senator Althoff, Representative Andersson and Representative Moeller had been recognized the previous evening at the Illinois Environmental Council dinner.

Executive Director Kessler announced that tickets to the “Art of the Land” fundraiser for The Land Conservancy of McHenry County are available online. She also shared a page in the Subaru magazine that had a picture prominently featuring Glacial Park and may potentially be a corporate sponsor prospect.

The District provided comments on the Tri-County Access Project with notifications sent to State and Federal legislators.

The Leadership Team held a retreat and started discussions on the 50th Anniversary event to be held in 2021. The group also discussed the changing demographics and the methods and approaches needed to engage diverse audiences to the mission and the importance of the why.
Executive Director Kessler reminded those present that she and Trustee Campbell would be attending the National Recreation and Parks Association (NRPA) conference in Indianapolis the following week.

Vice President Scacci asked about all the vegetation and trail missing at Rush Creek. It was explained that a neighboring landowner had requested a permit to replace a drain tile adjacent to the District but exceed their permit by coming onto and doing work on District property and staff is working through the details and will handle accordingly.

Executive Director Kessler reported that Kim Compton’s “Wonders of the Wild” short videos were very well received and that the social media presence and engagement is growing as envisioned which will be featured next month as a presentation from staff.

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 did not attend the recent meeting as it was the same day as the McHenry County Water Forum and Tour. She stated that the presentation was to be on the Fox River Water Quality results.

13.1b CMAP
Director of Land Preservation and Natural Resources Collins reported that the group was focused on GoTo2050 meetings and setting up for those meetings.

13.1c Chicago Wilderness
Executive Director Kessler reported that there had been a recent steering committee meeting and they are preparing for the new year. Executive Director Kessler has been nominated by the Steering Committee to step-up and serve as the President of the alliance beginning in January.

13.1d McHenry County Farm Bureau
Trustee Henning reported that the group is discussing drainage districts and that many of those districts had been left dormant and the discussion is to bring them back and help them function as intended.

13.1e IACFPD/IAPD/NRPA
Executive Director Kessler stated that IACFPD met in Kane County and are all working to figure out how to implement and work within the new legislation. The next meeting will be in January 2019. NRPA conference is the week of September 24, 2018 in Indianapolis, IN.

13.1f McHenry County Conservation Foundation
Executive Director Kessler reported that all are planning for the arrival of Shawna Flavell as Executive Director of the McHenry County Conservation Foundation on October 1, 2018.

13.1g McHenry County Council of Governments
Trustee Washow is planning to attend the McHenry County Council of Governments in Barrington which will include a presentation on the Future Energy Jobs Act (FEJA).
13.1h **Green Drinks Crystal Lake**
Trustee Campbell attended the presentation on Solar, community solar, and FEJA.

13.1i **Conservation Congress 2018**
Executive Director Kessler reported that she had been in contact with Student Delegate Jonathan Lewis from Cary Grove High School who is now at Purdue and that if he is available might break away and shadow her at the NRPA conference the following week.

13.1j **MCCG Shared Investment Study & Algonquin/Cary Subarea Plan Steering Committee**
Executive Director Kessler reported that CMAP is reviewing the data collected and will be reporting back with a meeting scheduled for October 3, 2018 at Crystal Lake.

13.1k **MAPP**
Director of Operations and Public Safety Kremer reported that a meeting was held this same date and that Visit McHenry County shared a bike sharing program idea similar to Divvy. He noted that it was clear that there is no profit in the program and will need to be subsidized. He explained that a group had visited Kankakee where there were 475 uses in the first 2 months and 63% of those rides occurred at a facility with a bike trail for recreation/exercise rather than for getting around a community.

13.1l **Other Outreach Contacts**
No other contacts were reported on this month.

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

15.0 **EXECUTIVE SESSION**
At 7:26 p.m., a motion was made by Vice President Scacci, seconded by Trustee Washow, to go into Executive Session pursuant to Exception 2C1 (Personnel), 2C5 (Real Estate), 2C6 (Lease of Real Estate), 2C11 (Litigation), 2C21 (Review of Closed Session Minutes) of the Open Meetings Act. A roll call vote gave the following results: Henning-yes, Scacci-yes, Campbell-yes, Washow-yes, Merkel-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 9:37 p.m. by President Kranz on the evening of Thursday, September 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
John Henning, Trustee  
Carolyn Campbell, Trustee  
Benjamin Washow, Trustee  

Trustee absent: David Brandt, Secretary  

Counsel & Staff Present: Robert “Bob” Nowak, County Board Liaison  
Robert K. Bush, Legal Counsel  
Elizabeth S. Kessler, Executive Director  
Anne Basten, Executive Assistant  

17.0 ACTION ON ITEMS OUT OF EXECUTIVE SESSION & RELATED ISSUES  
17.1 Consideration of a motion to pass Ordinance #18-956 authorizing the execution of a purchase contract for the acquisition of Real Estate Commonly Known as the 2018 County Surplus Tax Parcel 2

A motion was made by Trustee Henning, seconded by Vice President Scacci, to pass Ordinance #18-956 authorizing the execution of a contract for the purchase of Real Estate commonly known as the 2018 County Surplus Tax Parcel 2 as presented. A roll call vote gave the following results: Henning-yes, Merkel-yes, Scacci-yes, Campbell-yes, Washow-yes, Kranz-yes.

Motion passed unanimously.

18.0 ADJOURN

A motion was made by Trustee Henning, seconded by Trustee Campbell, to adjourn the meeting. A voice vote resulted in all ayes.

Motion passed unanimously. Meeting adjourned at 9:39 p.m. September 30, 2018.

Respectfully submitted,

[Vern Scacci, Secretary Pro Tem, Vice President]

Date: 10/18/18