McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF FEBRUARY 21, 2019

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, February 21, 2019 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
                 Carolyn Campbell, Trustee
                 Benjamin Washow, Trustee

Trustees Absent: John Henning, 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, Director of Marketing & Communications
                        Anne Basten, Executive Assistant
                        Deb Chapman, Educational Services Manager
                        Sara Denham, Wildlife Resource Center Manager
                        Shawna Flavell, Director of Development/Executive Director
                        McHenry County Conservation Foundation
                        Jenny Heider, Human Resource Manager
                        Laura King, Chief of Police
                        Amy Peters, Planning Manager
                        Val Siler, Land Preservation Manager
                        Perry Weborg, Sites & Fleet Manager
                        Brad Woodson, Natural Resource Manager

Guest Present: Former State Representative Steven Andersson
               Dustin Babler, Harvard

4.0 CONSERVATION ETHIC
President Kranz read Goal #6 and Secretary Brandt read Goal #3 aloud.
5.0 CONSERVATION STEWARDSHIP PLEDGE
Vice President Scacci read the Conservation Stewardship Pledge introduction paragraph and Pledge No. 1 aloud.

6.0 TRUSTEE REPORT
Secretary Brandt asked that Social Media Specialist Martinez-McWhorter be thanked for the fun Valentine’s Day puns.
Vice President Scacci complimented Education and Visitor Center Services Coordinator Kim Compton and Visitor Center Information Desk Specialist Ed Berry for the outstanding examples of the type of activity we want to represent us.

7.0 COUNTY BOARD LIAISON REPORT
There was no report this evening.

8.0 PRESIDENT’S REPORT
President Kranz encouraged other Board members to experience the deer count with Natural Resources if they ever get a chance. He also stated he was ready for spring.

9.0 PUBLIC COMMENTS
There were no public comments made.

10.0 PRESENTATIONS/INTRODUCTIONS
10.2 Resolution #19-04 - Recognizing Illinois State Representative Barbara Wheeler
A motion was made by Secretary Brandt, seconded by Vice President Scacci, to adopt Resolution #19-04 Recognizing Illinois State Representative Barbara Wheeler who represented the 64th Legislative District, as presented. A voice vote resulted in all ayes.
Motion passed unanimously.

Former Illinois State Representative Steven Andersson arrived during the vote on this item.

10.1 Resolution #19-03 - Recognizing Illinois State Representative Steven A. Andersson
A motion was made by Secretary Brandt, seconded by Trustee Campbell, to adopt Resolution #19-03 Recognizing Illinois State Representative Steven A. Andersson who represented the 65th Legislative District as presented. A voice vote resulted in all ayes.
Motion passed unanimously.

President Kranz read the resolution recognizing Illinois State Representative Steven Andersson aloud and then presented it to the Representative. Representative Andersson thanked the Board of Trustees and staff for recognizing his efforts and he noted that he especially liked the part about the flora and fauna citizens of McHenry County.

10.3 2018 Natural Heritage Report on McHenry County Public Lands
Director of Land Preservation and Natural Resources Collins explained that the Division combined about twelve reports to create this consolidated picture of the
Division with the plan of presenting an annual report to be accepted in April each year. Director of Land Preservation and Natural Resources Collins then gave a presentation reviewing the Natural Ecosystem Management Policy which covered: the evolving land protection strategies using alternative funding and partnerships to focus on strategic parcel protection; the Alden Creek Greenway project; the ecological and GIS databases; biological inventories; land management; seeding and seed collection; working landscapes including the agricultural lease program; wildlife resource center; conservation stewardship hunter program; Trout Unlimited stewardship program; and, alternative funding received during the year.

11.0 BOARD BUSINESS - CONSENT AGENDA
11.1 Approval of Minutes
   11.1a January 17, 2019
11.2 Acceptance of Executive Session Minutes into Confidential Files until released to the public domain.
   11.2a December 20, 2018
11.3 Motion to accept the Treasurer’s Report for January 31, 2019.
11.4 Motion to authorize the preparation of specifications and letting of bids for the purchase of native trees and shrubs for all planting projects for the 2019 planting season county wide (Bid #0219.08.01).
11.5 Motion to authorize the preparation of specifications and letting of bids for the purchase and planting of replacement trees at multiple District sites.
11.6 Motion to authorize the disposal of listed excess equipment through a public on-line auction with Obenauf Auction Services, Inc. of Round Lake, IL.
11.7 Motion to authorize the submission of a grant application to the Commonwealth Edison Green Region Grant Program to assist in funding planting efforts at the Alden Creek West Site.
11.8 Motion to allow the District to partner with the McHenry County Conservation District Foundation on an Illinois Clean Energy Foundation Community Stewardship Grant to assist in funding restoration efforts at Glacial Park.
11.9 Motion to authorize the submission of a grant application to the Illinois Department of Natural Resources Recreational Trails Program to assist in funding the rehabilitation and maintenance of the District’s Regional Trail System - Prairie Trail.
11.10 Motion to authorize the preparation of specifications and letting of bids to hire a contractor or contractors to treat invasive weeds on District sites throughout the county (Bid #0219.08.03).
11.11 Motion to authorize the preparation of specifications and letting of bids to hire a contractor to fix drainage tile and other farm infrastructure (Bid #0219.08.02).
11.12 Motion to authorize the Executive Director to execute a twelve (12) month Professional Services Agreement beginning April 1, 2019 and ending March 31, 2020 with Concentric Integration, LLC of Crystal Lake, IL, for IT and computer support services.
11.13 Motion to award the bid for a one-year contract with option to renew for one additional year to the second lowest qualified bidder Hagg Press of Elgin, IL for the printing and mailing of the District’s Landscapes Magazine at the proposed unit costs of $7,563 issue (24 pages/ 20,000 copies), $378.14 additional 1,000 copies, $400 additional 4 pages and $2,283 for 6-page gate fold.
11.14 Motion to adopt Resolution #19-05 authorizing the Executive Director to execute the agriculture lease agreement on the Konopasek Parcel (80 +/- Acres) with Dave LaGue of Marengo, IL, the highest responsive bidder for the term of three (3) Years at a lease rate of 31.79% (Bid #1019.08.01).

11.15 Motion to adopt Resolution #19-06 authorizing the Executive Director to reassign and execute the agricultural leases on the Henning (82 +/- Acres), Henning CRP (2.7 +/- Acres) and Williams/O'Leary Parcels (13.5 +/- Acres) to Joe Henning of Marengo, IL as presented.

11.16 Motion to accept “The Natural Heritage of McHenry County - A Report of the Stewardship of Natural Resources on McHenry County Conservation District Land Holdings (March 1, 2018 to February 1, 2019) as presented.

11.17 Motion to authorize the Executive Director to execute an Independent Company’s Agreement for Electric and Natural Gas Management Consultant Services District-wide with Midwest Energy Inc. of Burr Ridge, IL.

11.18 Motion to adopt Resolution #19-07 authorizing the Executive Director to execute a Deed of Gift to the McHenry County Historical Society accessioning two hanging lamp fixtures identified as a product of the Hubbell Lighting Division (2018.043.01 and 2018.043.02) from Camp Algonquin along the Fox River in McHenry County, IL into their collection.

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

12.0 OTHER BOARD BUSINESS
12.1 Approval of Bills Payable for the Month of January 2019
12.1a 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:
   H6087 - Home Depot; A1130 Zeigler Ace Hardware; S7057 Stiner Electric.

12.1b Motion to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending January 31, 2019.
   A motion was made by Secretary Brandt, seconded by Treasurer Merkel, to pay the bills as indicated on the Submission of Bills Pending Report for the month ending January 31, 2019 as presented. A roll call vote gave the following results: Scacci-yes, Campbell-yes, Washow-yes, Merkel-yes, Brandt-yes, Kranz-yes.
   Motion passed unanimously.

12.2 Emergency Repairs - Lost Valley Visitor Center - Water Damage due to Fire Suppression System Pipe Burst
   Director of Operations and Public Safety Kremer reported that an estimated 300 gallons of water was released in the Overlook Room at the Lost Valley Visitor Center with damage to the walls, ceiling, and flooring as well as to the room below. This was only about 10% of the water released in the previous event five years ago. The water
traveled through the HVAC system limiting the scope of the damage and about 75% was
dried up within 48 hours between the staff and contractors. Director of Operations &
Public Safety Kremer explained the process where the contractor is working on an
estimate for the emergency repairs and it is then negotiated with the insurance
company for the final repairs to the system. Staff will add additional precautionary
improvements to the location including the addition of a hinged access door and
heating tape which can be opened up and turned on when severe weather is expected.

A motion was made by Trustee Washow, seconded by Trustee Campbell, to
authorize staff to hire a contractor to conduct the emergency repairs caused by the
pipe burst at Lost Valley Visitor Center and to waive the normal bidding procedures. A
roll call vote gave the following results: Campbell-yes, Merkel-yes, Washow-yes,
Brandt-yes, Scacci-yes, Kranz-yes.

Motion passed unanimously.

12.3 E-Bikes & Electric Scooters Discussion

Director of Operations and Public Safety Kremer explained that the review of
the District ordinances related to E-Bikes began as a police encounter and
correspondence received. He reviewed the results of the staff research into the
subject, definitions of terms and existing regulations related to their use. Current
ordinance sets the speed limit on multiuse trails to 15 mph. He then covered the three
approaches reviewed to determine if E-Bikes and E-Scooters should be allowed and/or
regulated on our trail system and sought direction from the Board. The full Ordinance
related to regulations is in the process of being reviewed and all recommended changes
will come back to the board for review and approval through the formal process.

Discussion then side tracked to signage along the various trails regarding the
ranking of users and which user has the right of way in various situations.

Director of Operations and Public Safety Kremer shared that staff is looking for
grant opportunities that might help convert existing trails for commuter usage with
extended hours and other concerns and staff will work on bringing back results in
September 2019.

12.4 Agricultural Leases - Clark and Tittle Parcels (28 +/- acres)

Director of Land Preservation and Natural Resources Collins reviewed the three
options provided in the board summary and the consensus of the Board of Trustees was
to test the use of a consultant through a professional services agreement for these
parcels to see if there is a financial, marketing, and efficiency advantage to using the
service.

A motion was made by Trustee Washow, seconded by Secretary Brandt, to
authorize staff to negotiate and authorize the Executive Director to execute a
professional services agreement with an independent farm management firm to solicit
bids on the Clark and Tittle parcels on behalf of the District. A roll call vote gave the
following results: Merkel-yes, Brandt-yes, Washow-yes, Scacci-yes, Campbell-yes,
Kranz-yes.

Motion passed unanimously.

13.0 EXECUTIVE DIRECTOR’S REPORT

Executive Director Kessler reminded those present that the deadline is March 12,
2019 to submit a name for the 35th site. She noted that besides being a marsh, the site has
remnants of the KD Railroad Line passing through it. The Board of Trustees will be charged
with the final naming and three names will be advanced forward at the March 14, 2019 meeting per the District’s Site Naming Policy.

13.1 Legislative Update – Verbal
Executive Director Kessler reported that the LWCF funding has passed the US Senate and was now in the US House of Representatives and expected to pass.
Executive Director Kessler also reported that there have been many local meetings with new legislators and elected officials and a meeting is scheduled for April 2019 with Colleen Callahan, the new Director of the Illinois Department of Natural Resources during the Illinois Environment Council’s Conservation Day.
Executive Director Kessler shared that the first bill signed by Governor Pritzker was SB1 impacting the Minimum Wage rates in Illinois and noted that the Illinois Association of Park Districts (IAPD) was one of the few organizations invited to have a seat at the negotiations table because of volume of students/seasonal workers age 16-18 years of age employed by park districts, forest preserves and conservation districts across the state. She also highlighted a new brochure prepared by the IAPD and their most recent research findings. She noted that if all multiuse trails in Illinois were laid out end to end, the resulting trail would stretch from Chicago to Las Vegas, NV.

Executive Director Kessler stated that the Regional Conservation Study Survey from the Conservation Foundation will be out in March and they will be sampling 500 phone numbers. She provided general background to the Board of Trustees on the regional survey and of her request to advance knowledge about the study to McHenry County’s elected officials prior to phone calls being received by McHenry County residents.

The Conservation Award nominations are in and Secretary Brandt will serve on the awards committee and he will also be drafting a Trustee Emeritus member.
Executive Director Kessler made several other announcements: CMAP is launching a Regional Activity Mobility Program (RAMP) to work on wayfinding along the Fox River corridor and Prairie Trail extension; Northern Illinois Special Recreation Association (NISRA) is awarding a partnership award to the District through Education and Visitor Center Services Coordinator Kim Compton and several Trustees will be in attendance in Elgin for the awards dinner; the Environmental Defenders of McHenry County Annual Dinner is March 10, 2019; the Village of Spring Grove has adopted the McHenry County Citizens’ Conservation Bill of Rights; and staff is recommending the closure of a little used connection trail near Hickory Grove Riverfront due to constant wet trail conditions.

13.2 Valuable Information from IAPD/IPRA “Soaring to New Heights” Conference
Several documents picked up at the conference were shared in the Board of Trustees folders related to the Gift Ban Act, prohibited activities, conflicts of interest, use of social media, and Executive Session related items. Executive Director encouraged Board Members to read them.

13.3 IEC Conservation Day - Springfield, IL March 12-13, 2019

13.4 IAPD Parks Day - Springfield, IL April 30-May 1st, 2019
Trustees Campbell and Brandt are planning to attend this one.
14.0 COMMITTEE ASSIGNMENTS & REPORT

14.1 Trustee Reports on Conferences & Meetings Attended

14.1a Fox River Ecosystem Partnership (FREP)
Trustee Campbell reported that March will be the One Earth Film Festival and the Fox River Summit on March 21st which will be held in Burlington, WI. There will be no official FREP meeting in March. Next meeting will be April 10th at Memorial Park on stream stabilization and May will be at LVVC with Rights of Way as habitat.

14.1b CMAP
The District had no representatives at the recent meeting.

14.1c Chicago Wilderness
Executive Director Kessler reported that the Chicago Wilderness Alliance would be in attendance at the Wild Things Conference over the weekend.

14.1d McHenry County Farm Bureau
Trustee Henning was not present to make a report.

14.1e IACFPD/IAPD/NRPA
Secretary Brandt reported that he had an engaging conversation with Senator McConchie regarding freshwater mussels and another enjoyable conversation with Rebecca Gillam from Senator DeWitte’s staff at the IAPD Awards Luncheon at the 2019 Soaring to New Heights Annual Conference. It was noted that Senator McConchie after conversing with Secretary Brandt and Executive Director Kessler went on to offer his support to sponsor a bill for design/build authority, an initiative being championed by the Lake County Forest Preserve District and discussed by the IACFPD just before the luncheon. Secretary Brandt also thanked Ancel Glink through Attorney Rock for a dinner they hosted at one of the events.

14.1f McHenry County Conservation Foundation
Secretary Brandt reported that at the Foundation’s annual meeting, they agreed that the current contracted part-time Administrative Assistant position should be an employee. It is proposed that the District hire the part-time Administrative Assistant who will be supervised by the Development Director/Executive Director of the Foundation Shawna Flavell and paid for 100% by the Foundation. The Foundation also approved a joint grant application with the District which this board approved earlier in this meeting. They have also reconciled all grant commitments and have developed new procedures to ensure future projects and funds are closed out as promptly as possible. The Foundation will be meeting more regularly the next several months as they are working on Strategic Planning and developing a work plan for the year.

14.1g McHenry County Council of Governments
Vice President Scacci reported that the most recent meeting was a social meeting with a mini presentation from the Visit McHenry County
consultant. It was noted that several of the newly elected County Board Members were present.

14.1h **Green Drinks Crystal Lake**
President Kranz reported that the speaker was Dr. John Zahina-Ramos who volunteers with the District and was about the data collected from converting his suburban yard into a food and habitat garden.

14.1i **Conservation Congress 2018**
Secretary Brandt reported that the State of Conservation went very well and thanked the staff for facilitating. He noted that Rebecca Gillam from Senator DeWitte's staff also attended this event.

14.1j **MCCG Shared Investment Study & Algonquin/Cary Subarea Plan Steering Committee**
Executive Director Kessler reported that the District was the only special district in the MCCG Shared Investment Study Group and that she was creating a focus group with local park districts. This project is funded by the County and the McHenry County Council of Governments to encourage the sharing of investments and collaboration between the various governmental agencies.

14.1k **MAPP**
Director of Operations and Public Safety Kremer reported that he had attended a meeting on this same day and that a commitment of 5 Zagster stations has been made including McHenry County College, City of Woodstock, City of McHenry, Village of Richmond and the County will have stations installed in May. The county's interest is as part of a wellness program for staff. There may be a sixth station as negotiations are ongoing with the City of Crystal Lake.

14.1l **Other Outreach Contacts**
Vice President Scacci noted that the Woodstock Rural Fire Protection District had requested a 20% levy increase.

Executive Director Kessler and Planning Manager Peters met with Hebron Township regarding the gap at Lange Road on the Hebron Trail and learned that the Township had applied for a grant for a Railroad crossing upgrade at that location. The District through Baxter Woodman also applied for a grant to cover the District's needed upgrades for an at-grade crossing for bicycles. News was received this week that both the Township and District will be awarded the grants requested. The District will coordinate the Township and prepare an IGA which will be similar to the closing of the gap on the Ridgefield Trace at Oak Street. The Board will be presented with an IGA in the future.

Executive Director Kessler stated that the strategic planning meeting was tentatively scheduled for April 24, 2019 for the Board of Trustees with the Executive Leadership Team at Brookdale at 8:00 am.

President Kranz reported that he had attended Lundahl School's career day and found that about 70% of the kids had been fishing and 12% had experienced hunting.
15.0 PUBLIC COMMENTS II
There were no public comments.

16.0 ADJOURN
A motion was made by Vice President Scacci, seconded by Trustee Campbell, to adjourn the meeting. A voice vote resulted in all ayes.
Motion passed unanimously. Meeting adjourned at 8:18 p.m. February 21, 2019.

Respectfully submitted,

Dave Brandt, Secretary

Date 3/14/19