McHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES
MINUTES OF APRIL 18, 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 5:03 p.m. by President Kranz on the evening of Thursday, April 18, 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 (participated by speaker phone)
John Henning, Trustee
Benjamin Washow, Trustee

Counsel & Staff Present: James D. Rock, Legal Counsel
Robert Nowak, County Board Liaison
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
Gabe Powers, Natural Resources Project Coordinator

Others Present: Steven Byers, Illinois Nature Preserves Commission
Justin Babler, Harvard
Dennis Dreher, McHenry
Larry Fisher, Bull Valley
Orrin Bangert, Hebron
Randy Stowe, Hebron
3.2 Remote Participation
A motion was made by Secretary Brandt, seconded by Trustee Henning, to allow Trustee Campbell to attend remotely through electronic participation as per Administrative Policy #2.04.06. The basis for missing the meeting is due to a family emergency. A roll call vote gave the following results: Scacci-yes, Washow-yes, Brandt-yes, Merkel-yes, Henning-yes, Kranz-yes.
Motion passed unanimously.
Trustee Campbell was contacted via speaker phone.

4.0 CONSERVATION ETHIC
President Kranz read Goal #6 and Vice President Scacci read Goal #5 aloud.

5.0 CONSERVATION STEWARDSHIP PLEDGE
Secretary Brandt read the Conservation Stewardship Pledge introduction paragraph and Pledge No.3 aloud.

6.0 RECESS TO PUBLIC HEARING - FY 2020 TENATIVE BUDGET & APPROPRIATION ORDINANCE
6.1 Motion to recess for the purposes of a Public Hearing of the FY 2020 Tentative Budget & Appropriation Ordinance #19-957
At 5:07 p.m., a motion was made by Secretary Brandt, seconded by Trustee Washow, to recess to a Public Hearing on the FY 2020 Tentative Budget & Appropriation Ordinance #19-957 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.

6.2 Roll Call
Trustees Present: Dave Kranz, President
Vern Scacci, Vice President
Pete Merkel, Treasurer
Dave Brandt, Secretary
Carolyn Campbell, Trustee (participated by speaker phone)
John Henning, Trustee
Benjamin Washow, Trustee

6.3 Public Comment on the FY 2020 Tentative Budget & Appropriation Ordinance
Larry Fisher of Woodstock, spoke in support of the budget and all levies passed by the Board of Trustees of the District based on the environmental educational services and sites provided by the District to the public.
Dennis Dreher, Bull Valley, spoke in support of the District’s budget as a user of all activities offered and the unique reputation. He stated he has seen an erosion of resources over recent times due to budget cuts. He also quoted statistics of ratios of staff per acre as compared to other open space agencies with the District being the highest number of acres per staff. He stated that cheap government is not preferable to good government and supported a budget increase.
Orrin Bangert, Harvard, stated that the District needed more support financially and supported the slightly increased levy and related budget.

Randy Stowe, Harvard, spoke of concern for seeing properties sliding backwards due to budget cuts and reduced resources making it more difficult for him to manage his own property. He encouraged the tentative budget be adopted.

Justin Babler, Harvard, introduced himself as a great admirer of the work of the District. He did not speak to the budget.

6.4 **Motion to Close Public Hearing and Reconvene Regular Meeting**

A motion was made by Trustee Henning, seconded by Vice President Scacci, to close the public hearing and reconvene the regular meeting at 5:08 p.m. 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.

7.0 **TRUSTEE REPORT**

Secretary Brandt stated that he had attempted to speak with David Christensen of McHenry County Emergency Services about flooding in Marengo Township along the HUM trail and asked for support for the issue to be added to the existing Flood Hazard Mitigation Plan. No calls were returned.

8.0 **COUNTY BOARD LIAISON REPORT**

County Board Liaison Nowak thanked Trustees Brandt, Campbell, Merkel and President Kranz for attending the recent County Board meeting. He reported that a rebate by Valley Hi was approved and instructions to homestead exemption taxpayers will be included with their tax bills. Taxpayers can apply for the rebate or let the funds stay at Valley Hi. The County Board also authorized an expansion plan to add ten (10) beds for dementia patients and to change the mix of beds for the balance of the facility to allow for up to 20% private beds from the current 100% Medicare/Medicaid.

Treasurer Merkel reported that he had arrived extra early for the meeting and had spoken to several County Board members and encouraged them to review the District’s budget online and ask any questions of any of the District Trustees.

9.0 **PRESIDENT’S REPORT**

President Kranz reported that he had announced the public hearing on the tentative budget ordinance to the County Board and shared the location of all of the documents for their reference.

10.0 **PUBLIC COMMENTS**

There were no additional public comments made at this point in the meeting.

11.0 **PRESENTATIONS/INTRODUCTIONS**

11.1 **Steven Byers - Illinois Nature Preserves Commission - Alden Sedge Meadow Nature Preserve Final Dedication**

Steven Byers gave a PowerPoint presentation on the process and the ecological reasons why the site was being recommended for final dedication. He noted that the District has reserved the right to create a master plan for the site and that the abandoned Railroad Right of Way was not included within the nature preserve boundaries. He shared the high number of species of plants and animals which call the site home and which is included in the western edge of the designated
Hackmatack National Wildlife Refuge proposed boundary. He thanked staff that were involved in the data collection and the Board members for their support.

12.0 BOARD BUSINESS - CONSENT AGENDA
12.1 Approval of Minutes
   12.1a March 14, 2019
12.2 Motion to accept the Treasurer’s Report for March 31, 2019.
12.3 Motion to accept the Investment Report for the Fourth Quarter FY 2019 ending March 31, 2019.
12.4 Motion to approve the FY 2020 Salary Schedules as presented.
12.5 Motion to approve changing the job status level of the Volunteer Coordinator-LPNR (Grade 15 - Administrative Group) from part-time to full-time and approving the job description for the Maintenance Worker II (Grade 19-Technical/Professional Group).
12.6 Motion to award the bid to the lowest qualified bidder, Applied Ecological Services of Broadhead, WI at $49.85 per hour, for a total cost not to exceed $65,000 for herbicide labor for invasive weed management on Conservation District sites (Bid #: 0219.08.03).
12.7 Motion to award the bid the lowest qualified and responsive bidder, Zimmerman Farm Drainage of Woodstock, IL, for repairing drainage tile, and fix and repair other farm infrastructure at a total cost not to exceed $25,000 (Bid #: 0219.08.02).
12.8 Motion to adopt Resolution #19-11 authorizing the Executive Director to execute the agriculture lease agreement on 28 acres of the Clark and Tittle Parcels with Tom Berning of McHenry, IL, the highest responsive quote for the term of three (3) Years at a lease rate of 24.10%.
12.9 Motion to authorize the preparation of specifications and letting of bids to secure multiple Joint Grassland Venture grassland hay leases on ten (10) parcels containing approximately 206.6 acres (Bid #: 0419.08.01).
12.10 Motion to adopt Resolution #19-10 accepting the Commonwealth Edison/Openlands Green Region Grant in the amount of $10,000 for the project “A Hundred Acres for A Hundred Years” completed in October 2017.
12.11 Motion to authorize the disposal of listed excess equipment through a public auction/sale with Buck Bros., Inc. of Hampshire, IL.
12.12 Motion to authorize the letting of a Request for Proposals (RFP) for the creative redesign of the District’s and Conservation Foundation’s websites (RFP #: 0419.10.01).
12.13 Motion to authorize the preparation of bid specifications and letting of bids for improvements needed at the Rush Creek Conservation Area (Bid #: 0419.09.01).
12.14 Motion to adopt Resolution #19-12 authorizing the Executive Director to execute a license agreement with LL Bean for use of The Hollows and Fel-Pro RRR Conservation Areas and Prairiewood Education Center for Paddle Board, Archery, and Fly Casting Classes.
12.15 Motion to authorize the submission of a grant application to the National Institute of Justice to assist in funding technological solutions designed to deter, disrupt and prevent ordinance violations in the hunting program.
12.16 Motion to pass Ordinance #19-958 adopting the 2019 Hunting Administrative Directive for Deer Hunting Program and Waterfowl Hunting Program.
Vice President Scacci requested that items 12.4 and 12.5 be pulled for further clarification or discussion.

A motion was made by Secretary Brandt, seconded by Trustee Washow, to approve the Board Business-Consent Agenda items 12.1 through 12.3 and 12.6 through 12.17 as presented. A roll call vote gave the following results: Campbell-yes, Merkel-yes, Henning-yes, Washow-yes, Brandt-yes, Scacci-yes, Kranz-yes.
Motion passed unanimously.

A motion was made by Secretary Brandt, seconded by Treasurer Merkel, to approve Item 12.4- FY 2020 Salary Schedules as presented.
Vice President Scacci asked for a review of what the GovHR study recommended and which was accepted at the March 14, 2019 meeting and where the changes were implemented. The market study process used was reviewed as was the ‘4/7’ policy.
A voice vote gave the following results: Merkel-yes, Brandt-yes, Washow-yes, Henning-yes, Scacci-yes, Campbell-yes, Kranz-yes.
Motion passed unanimously.

A motion was made by Secretary Brandt, seconded by Trustee Campbell, to approve item 12.5 - changing the job status level of the Volunteer Coordinator-LPDR (Grade 15-Administrative Group) from part-time to full-time and approving the job description for the Maintenance Worker II (Grade 19-Technical/Professional Group) as presented.
Vice President Scacci was not pleased with the timing of the restructuring of the Volunteer Coordinator position. Trustee Henning encouraged the continued restructuring review and requested that other changes be presented earlier in the process. Secretary Brandt requested that the Fiscal Year 2020-2021 Budget Timeline be on the agenda under Other Board Business for a full review for the May 16, 2019 meeting so everyone is clear on all timing.
A roll call vote gave the following results: Scacci-abstained, Washow-yes, Brandt-yes, Merkel-yes, Campbell-yes, Henning-yes, Kranz-yes.
Motion passed 6 to 0 with 1 abstention.

13.0 OTHER BOARD BUSINESS
13.1 Approval of Bills Payable for the Month of March 2019
13.1a 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:
B0116 Botts Welding $126.50; M4256 Murphy $6.59 for worms; and, O8448 O’Reilly Auto Parts $51.45.

13.1b Motion to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending March 31, 2019.
A motion was made by Treasurer Merkel, seconded by Secretary Brandt to approve the payment of the bills with the exception of Conserve FS, as indicated on the Submission of Bills Pending Report for the month.
ending March 31, 2019 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.

A motion was made by Trustee Washow, seconded by Secretary Brandt, to pay the Conservation FS invoice as indicated on the Submission of Bills Pending Report for the month ending March 31, 2019 as presented. A roll call vote gave the following results: Washow-yes, Henning-abstain, Scacci-yes, Brandt-yes, Campbell-yes, Merkel-yes, Kranz-yes.

Motion passed by a vote of 5 to 0 with 1 abstention by Trustee Henning.

13.2 Adoption of FY 2020 Combined Annual Budget and Appropriation Ordinance #19-959

Vice President Scacci stated he supported the levy and has concerns about the Capital Asset Maintenance Plan (CAMP) and the necessary funding of $485,000 per year needed to fund it. He shared his concerns for giving the Police Department a 1% merit increase above the contracted amount since the contract was negotiated in good faith. He also recommended maintaining the support of the Foundation at arms-length and was concerned with the part-time Administrative Assistant position becoming full-time.

Secretary Brandt asked if the wetland restoration funding from stormwater was in this budget for the Goose Lake Project. Director of Land Preservation and Natural Resources Collins responded that all of the stormwater funding would be for the second year of the project for seed and materials and will be shown in the FY 2021 Budget. The first year of the project will be our matching labor and earth moving work portion of the grant which is in the FY 2020 Budget.

A motion was made by Treasurer Merkel, seconded by Trustee Campbell, to pass Ordinance #19-959 adopting the combined Annual Budget and Appropriations for the McHenry County Conservation District, McHenry County, IL for Fiscal Year 2020, beginning April 1, 2019 and ending March 31, 2020 as presented. A roll call vote gave the following results: Merkel-yes, Brandt-yes, Campbell-yes, Henning-yes, Washow-yes, Scacci-yes, Kranz-yes.

Motion passed unanimously.

13.3 Adoption of Resolution Approving the FY 2020 Legislative Program

It was noted that there had been several updates since the FY 2017 document and that it is a lot more thorough.

A motion was made by Vice President Scacci, seconded by Secretary Brandt, to adopt Resolution #19-13 approving the FY 2020 Legislative Program as presented. A roll call vote gave the following results: Henning-yes, Scacci-yes, Campbell-yes, Washow-yes, Merkel-yes, Brandt-yes, Kranz-yes.

Motion passed unanimously.

13.4 Affirmation of Bid Award for Electrical Service

A motion was made by Secretary Brandt, seconded by Treasurer Merkel, to affirm the awarding of a contract to AEP, Columbus OH, the lowest responsible and responsive bidder, for electric service at fifteen (15) District locations for one year beginning June 2019 at a fixed price of $0.06013 per kilowatt hour. A roll call vote
gave the following results: Campbell-yes, Merkel-yes, Henning-yes, Washow-yes, Brandt-yes, Scacci-yes, Kranz-yes. Motion passed unanimously.

13.5 Status Report - IGA McHenry County - FEMA-DR-1991-IL Hazard Mitigation Project Land Preservation Manager Siler explained that the Board of Trustees approved an IGA with the County in April of 2018 for twelve (12) properties which are now down to eleven (11) due the withdrawal of one of the property owners for this voluntary program. Eight of the parcels have houses. The County has arranged for demolition of structures until the funding runs out and the District will plan on accepting whatever parcels are completed.

13.6 Adoption of Resolution #19-14 Authorizing the Execution of a Grant Agreement with Illinois Department of Natural Resources for Project MC14-33: Passport to Lost Valley Adventure for $400,000

It was requested that the current Board of Trustees be shown the project drawings as most of the existing board members are not aware of the project due to the passage of time since the original application and approval was completed.

A motion was made by Secretary Brandt, seconded by Vice President Scacci, to adopt Resolution #19-14 authorizing the Executive Director to execute a Capital Museum Grant Agreement with the Illinois Department of Natural Resources for Project MC 14-33 for the Passport to Lost Valley Adventure for $400,000 as presented. A roll call vote gave the following results: Scacci-yes, Washow-yes, Brandt-yes, Campbell-yes, Merkel-yes, Henning-yes, Kranz-yes. Motion passed unanimously.

14.0 EXECUTIVE DIRECTOR’S REPORT

14.1 Legislative Update - Verbal

Executive Director Kessler reported that there had been a lot of activity in Springfield with bills moving out of houses of origin.

14.2 2016-2020 Strategic Plan 4th Quarter Update

Executive Director Kessler reported that the agency was moving into the last year of the existing plan and items not completed would be discussed in the upcoming strategic planning meetings.

14.3 ADA Transition Plan - 4th Quarter

14.4 In the News - 4th Quarter Update

14.5 Dashboard - 4th Quarter Update

14.6 McHenry County Conservation Foundation - 3rd Quarter Report

Executive Director Kessler also reported that Director of Land Preservation and Natural Resources Collins presented at the recent Water Resources Action Planning meeting. A letter was received from IDNR thanking us for our support of the CWD program. The Cary-Algonquin Subarea planning group was holding an open house near Fox Bluff Conservation Area. Algonquin Township Road District was starting up recycling for the year and the District is cooperating for access through the Hollows entrance road. Work on the Lost Valley Visitor Center entrance road is ready to begin when weather permits. Executive Director Kessler is presenting at the upcoming McHenry County Council of Governments meeting this month.
McHenry County Audubon sent a follow up letter requesting a partnership to recognize the Fikeses in some permanent format and input will be gathered from all parties.

Secretary Brandt gave a shout out on the dashboard numbers including the receipt of a large donation by the Foundation. He also highlighted the increased numbers of contacts made through Facebook and YouTube and wonders if we can tell if we are reaching the couch potatoes. There was follow up discussion about if data is available to determine what age groups are responding and whether this outreach will encourage young people to vote for conservation issues.

Executive Director Kessler reported that the Conservation Foundation study results are being compiled by their consultant and will be provided with a copy of the report when it is complete but the results in McHenry County were supportive of the District and open space in general.

15.0 COMMITTEE ASSIGNMENTS & REPORT
15.1 Trustee Reports on Conferences & Meetings Attended
15.1a Fox River Ecosystem Partnership (FREP)
Trustee Campbell reported that she was not able to attend the most recent meeting as it was at the same time as WRAP below.

15.1b Water Resource Action Plan (WRAP)
Director of Land Preservation and Natural Resources Collins reported that there was a great presentation on geology prior to his own presentation. Trustee Brandt was impressed with the LIDAR information on moraines by Jason. Hackmatack NWR data is being added and is being supplied by the District. It was noted that recordings of all WRAP meetings are posted to the County’s website on the meeting portal.

15.1c Chicago Wilderness
Executive Director Kessler reported that Plant Ecologist Ryan has attended the first meeting of the EERP evaluation committee. There have been a lot of changes at the government level in Wisconsin and Indiana and new individuals will be coming onboard. Chicago Wilderness is seeking grant funding to develop more metrics for the region related to the Green Infrastructure Vision portion of the ONTO 2050 CMAP plan.

15.1d McHenry County Farm Bureau
Trustee Henning reported that the Farm Bureau is working with McdOT regarding drainage and stormwater issues. They are working with a lawyer to revive some drainage districts and that McdOT is involved because some roadways are being impacted and damage is being done to roadways. The Farm Bureau is also looking at grant opportunities for new technology available in agriculture such as denitrifying bioreactors, some of which might be used by the District agricultural lease program.

15.1e IACFPD/IAPD/NRPA
Trustees Brandt and Campbell are going to Springfield at the end of April for Parks Day and Legislative Conference.
15.1f McHenry County Conservation Foundation
Secretary Brandt reported that the sponsorship campaign for the Pedal, Paddle, Saddle event has been completed and was up from prior to previous years. The Foundation board also adopted the Conservation Bill of Rights. They also acquired a legal opinion regarding staffing the foundation.

15.1g McHenry County Council of Governments
No one was available to attend the most recent meeting. Executive Director Kessler will be speaking at the April event and Trustees Kranz, Brandt and Campbell will be attending.

15.1h Green Drinks Crystal Lake
In honor of Earth Day, the presentation was by a senior from Woodstock North High School’s Blue Club about what they were doing locally to protect the oceans. Judy Speer from Small Waters Education Center also spoke about their pollinator garden projects with the local schools.

15.1i Conservation Congress 2020
Executive Director Kessler is working with Bill Donato and Educational Services Manager Chapman on a potential youth event.

15.1j MCCG Shared Investment Study & Algonquin/Cary Subarea Plan Steering Committee
Executive Director Kessler hosted a meeting with the local park districts related to the study.

15.1k MAPP
Director of Operations and Public Safety Kremer stated there was nothing to report.

15.1l Other Outreach Contacts

16.0 PUBLIC COMMENTS II
Jim Anderson of Oakwood Hills stated he is a strong supporter of implementing restoration as an investment for the future and that it is really important to think about acquiring more land to stem climate change impacts.

Trustee Campbell thanked all members of the public present for sharing their stories and support for conservation.

17.0 EXECUTIVE SESSION
At 6:48 p.m., a motion was made by Secretary Brandt, seconded by Trustee Washow, to go into Executive Session pursuant to exemption ZC5 (Real Estate), ZC6 (Lease of Real Estate), ZC11 (Pending Litigation), and ZC21 (Review of Executive Session Minutes) of the Opens Meeting Act. A roll call vote gave the following results: Brandt—yes, Henning—yes, Merkel—yes, Scacci—yes, Campbell—yes, Washow—yes, Kranz—yes.

18.0 RECONVENE
The Regular Monthly Meeting of the Board of Trustees of the McHenry County Conservation District was reconvened to order at 7:43 p.m. by President Kranz on the
evening of Thursday, April 18, 2019 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

18.1 Roll Call
Trustees Present: Dave Kranz, President
               Vern Scacci, Vice President
               Pete Merkel, Treasurer
               Dave Brandt, Secretary
               Carolyn Campbell, Trustee (participated by speaker phone)
               John Henning, Trustee
               Benjamin Washow, 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
                        Anne Basten, Executive Assistant
                        Val Siler, Land Preservation Manager

19.0 ADJOURN
A motion was made by Vice President Scacci, seconded by Trustee Washow, to adjourn the meeting. A voice vote resulted in all ayes.

Motion passed unanimously. Meeting adjourned at 7:44 p.m. April 18, 2019.

Respectfully submitted,

Dave Brandt, Secretary

6/20/19
Date