CALL TO ORDER
The scheduled Regular Monthly Meeting of the Board of Trustees of the McHenry County Conservation District was called to order at 5:07 p.m. by President Scacci on the evening of Tuesday, June 23, 2020, via Video Conference by Zoom under Gubernatorial Disaster Proclamation - Executive Order 2020-10 and 2020-18 Suspending the Open Meetings Act (5 ILCS 120/2 &120/7) which limits remote participation of the public body and requiring a quorum be physically present in a public space. The meeting was available for public access through the same log-on and meeting code as the Trustees. Trustees called in remotely as did the public. Executive Director Kessler and Executive Assistant Basten were present at Brookdale Administrative Building, 18410 US Highway 14, Woodstock, Illinois per PA 101-0640. The meeting was recorded and was posted to www.MCCDistrict.org the following morning.

INTRODUCTORY ROLL CALL - all present via Video or Telephonic participation unless otherwise noted

Roll Call
Trustees Present: Vernon Scacci, President
Dave Brandt, Vice President
John Henning, Treasurer
Carolyn Campbell, Secretary
Patrick Fritz, Trustee
Bill Cook, Trustee
Linda Thomas, Trustee

Counsel & Staff Present: Robert “Bob” Nowak, County Board Liaison
Andrew S. Paine, Legal Counsel
Elizabeth S. Kessler, Executive Director (in person)
Ed Collins, Director Land Preservation & Natural Resources
Andy Dylak, Director Administration & Finance
John Kremer, Director Operations & Public Safety
Wendy Kummerer, Director Marketing & Education
Anne Basten, Executive Assistant (in person)
Stephanie Michael, IT Specialist/Administrative Assistant

Others Present: Other members of the staff and public logged on and off

Remote Participation
A motion was made by Trustee Fritz, seconded by Trustee Thomas, to allow the Board of Trustees to attend remotely through electronic participation as per Administrative Policy #2.04.02. The basis for missing the meeting is due to personal illness and per the State of Illinois Gubernatorial Disaster Proclamation - Executive Order 2020-07 & 18 suspending requirements that members of the public body must be physically present. A roll call vote gave the following results: Fritz-yes, Cook-yes, Brandt-yes, Thomas-yes, Campbell-yes, Henning-yes, Scacci-yes.
Motion passed unanimously.

3.0 ADOPT THE AGENDA
A motion was made by Treasurer Henning, seconded by Secretary Campbell, to adopt the agenda. A roll call vote gave the following results: Brandt-yes, Campbell-yes, Cook-yes, Fritz-yes, Henning-yes, Thomas-yes, Scacci-yes.
Motion passed unanimously.

4.0 SPECIAL RECOGNITION
There were no special recognitions this evening.

5.0 TRUSTEES REPORT
Treasurer Henning reported that based on emails exchanged, he had spoken with Dan Volkers at the McHenry County Farm Bureau to find out if the costs of the Kane County bioreactor project would exceed the budgeted $10,000.

6.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak reported that everything was about the pandemic and that the County Board was looking forward to going into Phase 4. The next County Board meeting would be at the County Building. He stated that he had spoken to County Board Chairman Franks and County Administrator Austin and that they had a few applicants for our Trustee position and they were working to schedule interviews.

7.0 PRESIDENT’S REPORT
President Scacci stated that he would give his report at the end of the evening in conjunction with item 13.0.

8.0 PUBLIC COMMENTS
President Scacci asked members of the public in attendance if they would like to make a comment and gave them instructions to raise their hands in the ZOOM video communications platform and that their microphone would be unmuted. No members of the public gave an indication that they wanted to make a comment.

9.0 BOARD BUSINESS - CONSENT AGENDA
9.1 Approval of Minutes of Previous Meetings
9.1a May 21, 2020 - Finance & Administrative Meeting
9.1b May 26, 2020 - Regular Meeting - Public Session
9.1c February 25, 2020 - Executive Session
9.1d March 4, 2020 - Executive Session
9.1e March 24, 2020 - Executive Session
9.1f April 21, 2020 - Executive Session
9.2 Acceptance of the Treasurer’s Report for May 31, 2020 as presented.
9.2a Treasurer’s Report - May 31, 2020
9.3 Second Reading. Resolution #20-48 adopting the FY 2021-FY 2023 Strategic Plan.
9.4 Authorization to prepare specifications and letting of bids for the purchase of unleaded, diesel and propane fuels for a contract period of one-year beginning September 1, 2020 (BIDS #0620.07.01 & #0620.07.02).
9.5 Resolution #20-49, a Resolution authorizing the Executive Director to execute a First Amendment to the Agricultural Lease Agreement on the Landau Parcel
reducing tillable acres from 243 +/- acres to 213.5 +/- acres and to execute an Agricultural Lease Cancellation Agreement on the Bye Parcel for 38.5 +/- acres with Phil Walters of Hebron, Illinois as presented.

9.6 Resolution #20-50, a Resolution appointing Pamela J. Althoff (2020 -2023) as a Director to the McHenry County Conservation Foundation.

9.7 Village of Algonquin Makers Park Path - Prairie Trail
9.7a Resolution #20-51, a Resolution authorizing execution of the Intergovernmental Agreement with the Village of Algonquin concerning transactional plans accommodating Maker’s Park Path.
9.7b Resolution #20-52, a Resolution authorizing the Conveyance of McHenry County Conservation District Property as well as a License Over Certain Other Property to the Village of Algonquin.

9.8 Resolution #20-53, a Resolution authorizing the Executive Director to execute an agreement with Everstream Solutions, LLC to establish and provide a fiber internet connection for an initial term of one (1) year and auto-renewals for four (4) additional years at a fixed monthly cost of $500 per month.

Secretary Campbell asked that item 9.3 be pulled for further discussion.

A motion was made by Secretary Campbell, seconded by Vice President Brandt, to approve Board Business-Consent Agenda Items 9.1 and 9.2, and 9.4 through 9.8 as presented after being read aloud. A roll call vote gave the following results: Thomas-yes, Henning-yes, Fritz-yes, Brandt-yes, Campbell-yes, Cook-yes, Scacci-yes.

Motion passed unanimously.

Item 9.3 Second Reading, Resolution #20-48 adopting the FY 2021-FY 2023 Strategic Plan.

Per the request of Secretary Campbell, Executive Director Kessler summarized the process used by this Board and the staff to create the new Strategic Plan, including the four pillars or water, land, community and stewardship; strategic direction; strategic purpose; and the four goals under each pillar. She shared that once the Board adopts the Strategic Plan this strategic direction this evening, the leadership team members will review the staff developed tactics for presentation to the Board in July. The key is to align the tactics and related costs for the upcoming budget process for FY 2022 and beyond. She noted that the proposed plan only covers three years at this time but can be extended if needed.

A motion was made by Secretary Campbell, seconded by Vice President Brandt, to adopt Resolution #20-48 adopting the FY 2021-FY 2023 Strategic Plan. A roll call vote gave the following results: Henning-yes, Fritz-yes, Campbell-yes, Cook-yes, Thomas-yes, Brandt-yes, Scacci-yes.

Motion passed unanimously.

10.0 NEW & UNFINISHED BOARD BUSINESS
10.1 Approval of Bills Payable for the Month of May 2020
10.1a 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: C8642 Concentric Integration - $1,602.75; E0042 Ed’s Rental - $258.78; T3932 Turnkey Digital - $9,972.
10.1b Consideration to approve the payment to Conserve FS as indicated on
the Submission of Bills Pending Report for the period ending May 31,
2020.

A motion was made by Secretary Campbell, seconded by Vice President
Brandt, to approve the payment of Conserve FS as indicated on the
Submission of Bills Pending Report for the period ending May 31, 2020 as
presented. A roll call vote gave the following results: Campbell-yes, Thomas-
yes, Henning- abstain, Cook-yes, Brandt-yes, Fritz-yes, Scacci-yes.

Motion passes 6 to 0 with 1 abstention by Treasurer Henning.

10.1c Consideration to approve the payment of the bills as indicated on the
Submission of Bills Pending reports for the month ending May 31,
2020.

A motion was made by Trustee Cook, seconded by Trustee Fritz, to
approve the payment of bills as indicated on the Submission of Bills Pending

A roll call vote gave the following results: Cook-yes, Brandt-yes, Thomas-yes, Henning-yes, Fritz-yes, Campbell-
yes, Scacci-yes.

Motion passed unanimously.

10.2 First Reading. Personnel Policy & Procedural Manual - Amending 7.27
Emergency Closings

President Scacci supported the limitation of the automatic paid time off of up
to ten days and the contingency for longer-term situations such as the ongoing
pandemic. The consensus of those present was to move forward to a second reading
and an opportunity for passage at the July meeting.

10.3 First Reading. Amending General Use Ordinance to allow for the Inclusion of
All Classes of Electric and Electric Assisted Bicycles.

President Scacci asked if there were any questions regarding the revision and
there were none. The item will move forward to a second reading and opportunity for
passage at the July meeting.

10.4 Resolution #20-54, a Resolution adopting a Financing Strategy to Pay off the
$4.3 Million Dollar Pichen Installment Loan in FY 2021.

President Scacci thanked Director of Administration and Finance Dylak and
staff for coming up with the plan and stated that he was proud of the Board for
spending the time on this.

Director of Administration and Finance Dylak said with would take about 60-90
days to select the team and complete the process and about twice as long if a
Request for Proposals (RFP) is requested by the Board. The consensus of the Board
was to move forward without an RFP. Director Dylak will be back at the July meeting
for approval of the professional services agreements for the Bond Counsel and
financial services firm.

A motion was made by Trustee Cook, seconded by Secretary Campbell, to
adopt Resolution #20-54, a resolution adopting a Financing Strategy to Pay Off the
$4.3 Million Dollar Pichen Installment Loan in FY 2021 and to pay off all related debt
in calendar year 2027. A roll call vote gave the following results: Fritz-yes, Cook-yes,
Brandt-yes, Thomas-yes, Campbell-yes, Henning-yes, Scacci-yes.

Motion passed unanimously.
10.5 Consideration to Remove Ordinance #20-980 from the Table, an Ordinance authorizing the transfer of $225,000 from the General Fund to the Capital Improvement Plan - Capital Fund within FY 2020.

A motion was made by Secretary Campbell, seconded by Vice President Brandt, to remove Ordinance #20-980 from the table. A roll call vote gave the following results: Brandt-yes, Campbell-yes, Cook-yes, Fritz-yes, Henning-yes, Thomas-yes, Scacci-yes.
Motion passed unanimously.

Director of Administration and Finance Dylak clarified that this is not the transaction to fund the interest for the Pichen Installment Loan strategy and that it is too late for changes to FY 2020 as the audit trial balances had been completed and is in the final stages and recommended voting this Ordinance down. A new transaction will come before the board for the movement of funds related to the strategy just approved.

A motion was made by Secretary Campbell, seconded by Vice President Brandt, to pass Ordinance #20-980 authorizing the transfer of $225,000 from the General Fund to the Capital Improvement Plan - Capital Fund within FY 2020. A roll call vote gave the following results: Thomas-no, Henning-no, Fritz-no, Brandt-no, Campbell-no, Cook-no, Scacci-no.
Motion failed.

Executive Director Kessler reported that Governor Pritzker was planning to advance Illinois to the next phase of opening at the end of the week. The District is tweaking a few things and programs will be expanded up to 15 participants, visitor centers are scheduled to reopen July 1st for bathroom use, and the Board will be able to meet in person. She also noted that camping and shelter use limitations will not be expanded to larger group sizes due to staff capacity limits as established at the onset of COVID-19.

10.7 Resolution #20-55, a Resolution Confirming the Intent Not to Renew the Second Employment Agreement Between McHenry County Conservation District and Executive Director Elizabeth Kessler on its Current Terms.
President Scacci read a brief prepared statement about this motion being a procedural matter required by the contract effective through June 30, 2022 and that Executive Director Kessler is contracted through June 30, 2022 on the current terms. He also stated that Executive Director Kessler had submitted a written request for the agreement not be continued on its current terms in advance of this meeting. This motion will cancel the auto renewal clause at the end of the current term.

A motion was made by Treasurer Henning, seconded by Trustee Fritz, to adopt Resolution #20-55, confirming the intent not to renew the Second Employment Agreement between McHenry County Conservation District and Executive Director Elizabeth Kessler on its current terms. A roll call vote gave the following results: Henning-yes, Fritz-yes, Campbell-yes, Cook-yes, Thomas-yes, Brandt-yes, Scacci-yes.
Motion passed unanimously.
11.0 EXECUTIVE DIRECTOR’S REPORT
Executive Director Kessler thanked the Board for taking the time to conduct her annual performance review and looks forward to the opportunity to continue the conversation. She also thanked President Scacci for his service on the Board of Trustees and for serving as Board President this past year.

Executive Director Kessler then reported on a communication received through Park District Risk Management Agency (PDRMA) regarding 300 West/Arnold Engineering and that there will be a detailed memorandum coming shortly on the next steps related to the contamination of public property held by the District near Marengo.

12.0 PUBLIC COMMENTS
President Scacci again asked if there were any public comments and no members of the public indicated that they wanted to make a comment.

13.0 RECOGNITION OF OUTGOING BOARD MEMBERS
13.1 Vernon M. Scacci
President Scacci thanked the many staff members noting that his time with the District had been enjoyable and an interesting experience for him personally. He had many great discussions over the years and participated in a lot of activities from mussels to ride-a-longs with the police. He thanked the board and staff for their support for his presidency, for reforming the Finance Committee, for establishing the Natural Capital Improvement Plan, for insights into social media and education services, for creating steps to support the Foundation’s financial support of the District, for evaluating and selecting new legal services, for coming up with and adopting Option 7 to complete the Pichen parcel purchase. He stated he felt bad that he did not get to have a discussion on how to better communicate with the agricultural community and seek additional revenue which was on his original list of items he hoped to accomplish this past year as President. President Scacci also stated that Trustee Fritz’s father probably did not envision how far the District has come in the fifty years since the first board members served.

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

Motion passed unanimously. Meeting adjourned at 6:00 p.m. June 23, 2020.

Respectfully submitted,

Carolyn Campbell, Secretary

Date 7-21-2020