



FOR IMMEDIATE RELEASE

June 18, 2019

**CONTACT:
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Executive Assistant**

OFFICE 815.338.6223 X1234

NOTICE TO ALL MCHENRY COUNTY MEDIA

MEETING NOTICE

(June 18, 2019) In compliance with the Open Meetings Act, this is to inform you that the regular monthly meeting of the McHenry County Conservation District Board of Trustees has been scheduled for Thursday, June 20, 2019 at 4:30 p.m. They will start in Executive Session with the public meeting to begin at 5:00 p.m. The meeting will be held at the Brookdale Administrative Offices in Woodstock, Illinois.

The Brookdale Administrative Offices are located in Brookdale Conservation Area at 18410 US Highway 14, Woodstock, Illinois. Please contact the District office for more detailed directions at (815) 338-6223 X1234.



McHenry County
CONSERVATION DISTRICT

18410 U.S. Highway 14, Woodstock, IL 60098
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**MCHENRY COUNTY CONSERVATION DISTRICT
BOARD OF TRUSTEES**

AGENDA

JUNE 20, 2019

4:30 P.M.

BROOKDALE ADMINISTRATIVE OFFICES

- 1.0 CALL TO ORDER - President Dave Kranz
- 2.0 INTRODUCTORY ROLL CALL
 - 2.1 Roll Call
- 3.0 EXECUTIVE SESSION
Motion to go into Executive Session pursuant to 2C1 (Personnel) of the Open Meetings Act (5 ILCS 120/1 et seq.).
- 4.0 RECONVENE
 - 4.1 Roll Call
- 5.0 PLEDGE OF ALLEGIANCE
- 6.0 CONSERVATION ETHIC
Goal #6: To foster a conservation ethic among McHenry County citizens helping all of us, regardless of the basis for our interest in nature, to develop a greater awareness of our role in, and responsibility for, the total community of life. A conservation ethic asks us to assume a moral duty to become educated about conservation issues and then to act on that information. A conservation ethic is an attitude that recognizes the importance of preserving the natural heritage of the county's open space.

Goal #1: To preserve native plants and animals, geological features, and natural ecosystems that are threatened or endangered in McHenry County, and to reclaim such ecosystems that have been degraded, for the benefit of present and future generations and for their own sake.

7.0 CONSERVATION STEWARDSHIP PLEDGE

We pledge to make a difference by standing up for our water, wildlife and way of life in McHenry County. Our quality of life in McHenry County depends on healthy and sustainable natural resources, thoughtfully developed cities and towns, a strong economy, and beautiful outdoor places to explore, discover and recreate.

No. 5 We will work vigilantly to influence the health and well-being of our county.

8.0 TRUSTEES REPORT

9.0 COUNTY BOARD LIAISON REPORT

10.0 PRESIDENT'S REPORT

11.0 PUBLIC COMMENTS I

Public comments will be limited to 3 min. per person. Board members welcome all comments and will take them under advisement.

12.0 PRESENTATIONS/INTRODUCTIONS

12.1 Introduction of New Team Members

Natural Resources Management: Brianna Roeser, Habitat Technician

Police: Ryan Bukovsky, Police Officer

Facilities Management: Chris Zientko, Facilities Maintenance Manager

Sites & Fleet: Jay Ervin, Assistant Ranger

12.2 H.U.M. Trail Flooding

13.0 BOARD BUSINESS - CONSENT AGENDA

Consent agenda items are approved in one motion as presented on the agenda. The Trustees may remove items from the consent agenda for discussion purposes prior to the motion to approve.

13.1 Approval of Minutes

13.1a May 13, 2019 - Special Call

13.1b May 16, 2019

13.1c April 18, 2019 - Executive Session

13.2 Acceptance of the Treasurer's Report for May 31, 2019.

13.3 Resolution #19-27 establishing the FY 2021 Budget Process, Timeline and Communications Strategy as presented.

- 13.4 Authorization to prepare bid specifications and letting of bids for the roadway resurfacing and replacement of Hot Mix Asphalt (HMA) at Marengo Ridge Conservation Area, Marengo, IL (BID #0619.09.01).
- 13.5 Resolution #19-33 authorizing the execution of the CRP Lease Agreement as presented.
- 13.6 Resolution #19-28 authorizing the execution of the Land Preservation and Natural Resource Division Joint Grassland Venture lease agreements on the following grassland parcels: BAW1 (43.7 acres @ \$61/acre), BAW2 (7.4 acres @ \$20/acre), GLP3 (42.7 acres @ \$51/acre), GLP7 (10.9 acres @ \$39/acre), PLV1 (27.5 acres @ \$39/acre), RUC4 (10 acres @ \$80/acre), STR1 (7.5 acres @ \$25/acre), and STR2 (\$29.9 acres @ \$25.50/acre) with Tyke Nichols, Philip Shanks, Travis Holian, Cody Book, Michael Anne Hallin, and Promise Equestrian Center as presented.
- 13.7 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, 2019 (BIDS #0619.07.01 & #0619.07.02).
- 13.8 Resolution #19-26 the execution of a Month-to-Month Residence License Agreement for the Hollows Conservation Area once the final move in date is determined.
- 13.9 Authorization to prepare specifications and letting of bids for the purchase of one Tracked Skid Steer Loader (BID #0619.08.02).
- 13.10 Affirmation of Change Order #2 extending the contracted deadline to June 30, 2019 and Change Order #3 reducing the contracted total sum by \$3,952 with Schroeder Asphalt Services, Inc. of Huntley, IL for the asphalt resurfacing of the Prairie Trail Link and Region One Facilities Maintenance Shop Parking Lot (BID #0218.09.02 - CO2 & CO3).
- 13.11 Affirmation of Change Order #1 with Baxter and Woodman Inc. of Woodstock, IL to add \$4,130 to the original agreement sum for wetland determination of Crystal Creek near the Prairie Trail in the Village of Algonquin (Project #19PD002).
- 13.12 Affirmation of Change Order #1 from Chadwick Contracting Company, of Lake in the Hills, IL extending the completion deadline 45 working days from new commencement date, once the ground dries out and soil is stable at the Glacial Park - Lost Valley Visitor Center Entrance Roadway Resurfacing and Widening and an increase of the Pedestrian/Traffic Control signage at a cost of \$700 (BID #1218.09.01 - CO1).
- 13.13 Resolution #19-35 authorizing the execution of a contract with Chadwick Contracting Company of Lake in the Hills, IL, the lowest responsible and responsive bidder, for a cost not to exceed \$32,718.80 for the trailhead improvements at the Rush Creek Conservation Area, Harvard (BID #0419.09.01).
- 13.14 Resolution #19-29 authorizing the execution of a Mutual Aid Agreement with Village of Spring Grove.
- 13.15 Resolution #19-30 authorizing the execution of a Mutual Aid Agreement with Village of Wonder Lake

- 13.16 Re-authorization to prepare specifications and letting of bids for purchasing and planting replacement trees at various District sites throughout McHenry County (BID #0619.09.02-RA).
 - 13.17 Resolution #19-31 convening Conservation Congress 2020 on February 8, 2020.
 - 13.18 Resolution #19-32 authorizing a Memorandum of Understanding with the U.S. Fish & Wildlife Services for sharing of equipment and personnel for management activities on District and Service lands within the Hackmatack National Wildlife Refuge.
 - 13.19 Authorization to prepare specifications and letting of bids to purchase 1,300 tons of rock for the School Springs Mitigation Project (BID #0619.08.01).
- 14.0 OTHER BOARD BUSINESS
- 14.1 Approval of Bills Payable for the Month of May 2019
 - 14.1a Treasurer's Internal Audit
 - 14.1b Consideration of Bills Payable
 - 14.2 Award Contract for Website Redesign (RFP #0419.10.01)

Resolution #19-36 authorizing the execution of a Professional Services Agreement with Revize, LLC of Troy, MI for the redesign and hosting of the Conservation District's website for a cost not to exceed \$10,735 and annual maintenance and hosting fee of \$2,200 and to add the redesign and hosting of the McHenry County Conservation Foundation's website for a cost not to exceed \$8,735 and annual maintenance and hosting fee of \$2,200 of which will be reimbursed to the Conservation District (RFP #0419.10.01).
 - 14.3 First Reading. Discussion on amendments to Personnel Policy Manual.
 - 14.4 Memorandum of Understanding - Illinois Fraternal Order of Police - 10 Hour Schedule

Resolution #19-34 authorizing the execution of a Memorandum of Understanding with the Illinois Fraternal Order of Police Labor Council regarding new ten (10) hour schedule for the remainder of the agreement through March 31, 2020.
 - 14.5 Executive Compensation Study & Amendment to FY 2020 Salary Grade Schedule A: Administrative

Resolution #19-37 accepting the Executive Compensation Study prepared by GovHR USA of Northbrook, IL and amending the FY 2020 Salary Grade Schedule A: Administrative, establishing the new range for FY 2020 for Grade 25 as \$148,835 to \$208,369.

- 14.6 Professional Services Agreement - 222 Architects of Chicago, IL for Structural and MEP Assessment of Prairieview Education Center

Resolution #19-38 authorizing the execution of a Professional Services Agreement with 222 Architects of Chicago, IL for the Structural and MEP Assessment of Prairieview Education Center for a cost not to exceed \$14,000.

- 14.7 Tractor Replacement - Authorization to Bid

Authorization to prepare specifications and letting of bids for the purchase of one (1) replacement tractor of a 2019 Avant 755i tractor or equivalent (BID #0619.07.01).

- 14.8 Budget Transfer - Unanticipated Expenditures to Equipment-Capital Outlays

Ordinance #19-961 authorizing the Transfer of Funds between FY 2020 Budget Line Items within the General Fund GL 01-04-790 to GL 01-07-746 in the amount of \$31,000.

- 14.9 Resignation of Trustee Benjamin Washow (2018-2023) & Declaration of Vacancy

Resolution #19-25 formally acknowledging and regretfully accepting the resignation of Trustee Benjamin Washow effective July 31, 2019 and declaring the position vacant.

15.0 EXECUTIVE DIRECTOR'S REPORT

- 15.1 Legislative Update - Verbal
- 15.2 Strategic Planning FY 2021-FY 2023 - Verbal Update
- 15.3 PDRMA Annual Report

16.0 COMMITTEE ASSIGNMENTS & REPORTS

- 16.1 Trustee Reports on Conferences & Meetings Attended
 - 16.1a Fox River Ecosystem Partnership (FREP) - Trustee Campbell
 - 16.1b Water Resource Action Plan (WRAP) - Director of Land Preservation & Natural Resources Collins
 - 16.1c Chicago Wilderness - Executive Director Kessler
 - 16.1d McHenry County Farm Bureau - Trustee Henning
 - 16.1e IACFPD/IAPD/NRPA - Trustee Brandt & Executive Director Kessler
 - 16.1f McHenry County Conservation Foundation - Trustee Brandt
 - 16.1g McHenry County Council of Governments - Trustee Scacci
 - 16.1h Green Drinks Crystal Lake -Trustee Kranz
 - 16.1i Conservation Congress 2020 - Trustee Brandt
 - 16.1j MCCG Shared Investment Study & Algonquin/Cary Subarea Plan Steering Committee - Executive Director Kessler
 - 16.1k MAPP - Director of Operations & Public Safety Kremer
 - 16.1l Other Outreach Contacts

17.0 PUBLIC COMMENTS II

*Public comments on items on the agenda will be limited to 3 min. per person.
Board members welcome all comments and will take them under advisement.*

18.0 RECOGNITION OF OUTGOING BOARD MEMBERS

18.1 Benjamin Washow

18.2 Pete Merkel

18.3 Dave Kranz

19.0 WELCOME NEWLY APPOINTED TRUSTEE(S)

20.0 ADJOURNMENT

(Motion to adjourn or a motion to fix the time to which the Board shall adjourn to Thursday July 11, 2019, 5:00 p.m., at Brookdale Administrative Offices if needed).

Notice: In compliance with the American with Disabilities Act (ADA), this and all other McHenry County Conservation District Board of Trustee Meetings are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed please call the Executive Director's Office at 815.338.6223, ext. 1233 at least 72 hours prior to any meeting so that accommodations can be made.