

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES
OF THE MACON COUNTY CONSERVATION DISTRICT**

April 20, 2016

PURSUANT to written notice given all members of the Board, the above meeting was called to order at 5:32 p.m. by President Parish, with the Pledge of Allegiance.

Board members present: President Parish, Treasurer Jensen, and 2nd Vice-President Elliott, 1st Vice- President Smithson

Board member absent: Secretary Murphy

Trustee Jensen MOVED to approve the Minutes of the March 16, 2016, Regular Public Meeting and the Budget Hearing Minutes as presented. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Elliott MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$131,518.99 and additions to disbursements in the amount of \$21,410.15. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Elliott, "AYE". Motion carried.

COMMENTS FROM AUDIENCE: There were none.

PRIOR BUSINESS:

1. Sludge Lagoon Update

Director Paul Marien updated the Board on the progress of the sludge lagoon. Staff met with the Sanitary District and Prairie Engineers and were in agreement on the contours of the elevation. Director Marien presented a map of the area depicting the proposed contours. The high spot is in the southeast corner with a 600 foot elevation. The Sanitary District is moving forward and will be going to bid on the project. Trustee Smithson was concerned about the soil and Paul informed the Board that no additional clay would be brought to the site. The soil is typical flood plain soil. He also assured the Board that they have reviewed the specified seeding list for the bid packet and everything is correct. The Board will be kept updated as the Sanitary District moves forward.

NEW BUSINESS:

1. Adopt the Budget and Appropriation Ordinance:

There were no question or comments.

Trustee Smithson MOVED to adopt the Budget and Appropriation Ordinance as presented. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Elliott, "AYE". Motion carried.

2. Approve the 2016-2017 Meeting Schedule:

Director Paul Marien reviewed the meeting schedule and pointed out that the December Board meeting is close to Christmas as well as pointing out that there is plenty of time between the March and April Board meetings for the tentative budget to be on display for 30 days. There was no further discussion of the schedule.

MEETING DATES

MAY 2016 – APRIL 2017

All meetings will be held the third Wednesday of the month
at the Rock Springs Nature Center at 5:30 p.m.
unless otherwise specified or notified.

2016

May 18, Wednesday
June 15, Wednesday
July 20, Wednesday
August 17, Wednesday
September 21, Wednesday
October 19, Wednesday
November 16, Wednesday
December 21, Wednesday

2017

January 18, Wednesday
February 15, Wednesday
March 15, Wednesday
April 19, Wednesday

Trustee Jensen MOVED to approve the 2016-2017 meeting schedule as presented. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

3. Approve Depository Designation:

The list of depositories is the same list from last year. There was no discussion concerning the list.

**MACON COUNTY CONSERVATION DISTRICT
DEPOSITORIES FOR FISCAL YEAR APRIL 1, 2016 – MARCH 31, 2017**

Hickory Point Bank
Gerber State Bank
Regions Financial Company
PNC Bank
Busey Bank
Scott State Bank
Soy Capital Bank
The Illinois Funds
Town & Country Bank

First Mid-Illinois Bank and Trust
Prairie State Bank & Trust
Buena Vista National Bank
Peoples Bank of Macon
State Bank of Blue Mound

Trustee Smithson MOVED to approve the 2016-2017 depositories as presented. Trustee Jensen SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

4. Approve Bank Signatories:

Director Marien reviewed the Signatories Resolution and noted that his name was added for the Executive Director in place of just stating "executive director" as was done last year. In answer to Trustee Jensen's concern of how often trustees sign checks, Director Marien stated that it is rare and usually only occurs when he is on vacation. Staff recommends approving resolution as presented.

**MACON COUNTY CONSERVATION DISTRICT
SIGNATORIES RESOLUTION**

Fiscal Year April 1, 2016 - March 31, 2017

BE IT RESOLVED by the Board of Trustees of the Macon County Conservation District that Darrell Parish, Board President; Lucy Murphy, Board Secretary; Norm Jensen, Board Treasurer; Anne Elliot, 2nd Vice-President; and Paul Marien, Executive Director, be authorized to endorse all checks and depositories for the Macon County Conservation District for all the District funds at all applicable banks, effective April 21, 2016.

Trustee Elliott MOVED to approve the 2016-2017 signatories as presented. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

5. Bid Award Griswold Maintenance Shed:

Shane Ravellette reviewed the bid award for the Griswold Maintenance Building. At the on-site pre-bid meeting, four contractors were present but at the bid meeting only two contractors were present – Pro-Bilt Buildings and CAD Construction, Inc. Staff had budgeted \$100,000 for this project in the budget. The bid included two alternatives: alternative #1 included demolition of the existing structure including removal and disposal of material and alternative #2 included moving an existing yard hydrant to the west side of the new building. Staff recommends awarding the bid to Pro-Bilt Buildings out of Hillsboro, Illinois, for the base bid amount of \$95,450.00.

Trustee Jensen MOVED to award the bid for the construction of the Griswold Maintenance Shed to Pro-Bilt Buildings for \$95,450.00. Trustee Smithson SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Elliott, "AYE". Motion carried.

6. Records Disposal Approval:

A copy of the Records Disposal Certificate from the Illinois State Archives was given to the Board showing permission from the State to dispose of records and files that no longer need to be saved. Staff is requesting Board authorization to dispose of these records.

Trustee Smithson MOVED to dispose of the records as approved by the State. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

7. Approve Summer Camp Contract with DPS#61

Richie Wolf explained that the summer camp connections contract with the Decatur Public School system is a year by year contract. This year the contract will be to hold Camp Connections from June 6 through July 1st, Monday through Friday for four weeks. The Conservation District will provide staffing and facilities. As per the contract, the Decatur Public School system will pay the District \$5,000.00. Usually the Conservation District makes a profit. Trustee Parish suggested monitoring whether any of the Camp Connection students return to visit the Conservation District.

Trustee Jensen MOVED to approve the Summer Camp Contract with District #61 as presented. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

8. Vision Service Plan Renewal:

Director Marien explained it was time to renew the vision insurance for full-time employees. The Vision Service Plan renewal offered an alternative to save the District some money. The benefits remain the same with the exception of changing the co-pay. The current co-pay is \$25.00 but the alternative plan would change the co-pay to \$10.00 for the exam and \$25.00 for any materials. Ultimately this would increase the co-pay \$10.00 for any individual needing exam and glasses/contacts. The staff recommends the Board approving renewing the vision plan at the alternative rate which would ultimately save the District approximately 9% from the renewal rate.

Trustee Smithson MOVED to approve the alternate renewal with VSP as presented. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Elliott, "AYE". Motion carried.

9. U.S. EPA Environmental Education/River Watch Action Team Grant

Richie Wolf explained that the Conservation District was approached and asked to write a letter of support in collaboration with the River Watch Watershed Action Team (RWAT) for their EPA environmental education grant (an \$85,000 grant application). Richie feels that it is a win-win situation and will benefit the District. Staff will lead canoe trips and in turn the District will receive two new canoes from the project. The District will be acting as a partner for the Summer of 2017.

Trustee Smithson MOVED to approve the Conversation District's support of the River Watch Action Team's EPA environmental grant application. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: All members of the Board present voted, "AYE". Motion carried.

10. National Joint Power Alliance (NJPA) Resolution:

Shane Ravellette explained that the District would like to become members of the National Joint Power Alliance (NJPA). By becoming members, this would enable the District to streamline the bidding process. The District's attorney reviewed the resolution as per the Illinois law and couldn't find anything in the State Statutes that would prohibit the District from joining the alliance. Trustee Smithson asked staff if being approved is an automatic acceptance. Shane explained that an application has to be completed, Board adoption of the resolution, and verification of our organization must be completed before becoming a member. There is not cost affiliated with the application.

Trustee Jensen MOVED to approve resolution authorizing the District to join the National Joint Power Alliance. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

11. Authorization to Purchase Mower for Sand Creek

The Board was given price comparisons for purchasing a turf mower with staff recommending purchasing the mower from Sloan Implement of Assumption using the John Deere Government Discount Program. John Deere's pricing was lower than National Joint Powers Alliance. Trustee Parish questioned why they mower was so expensive. Shane believe it was because of the size of the mower – 37 horsepower and five foot wide. He will check with the Supervisor at Sand Creek to confirm size and stated he will continue to investigate options. The mower is strictly to be used for turf mowing.

Trustee Smithson MOVED to approve the purchase of a mower for Sand Creek Conservation Area. Trustee Elliott SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Elliott, "AYE". Motion carried.

12. Staff Reports

Shane Ravellette reported that staff were still cleaning up from the last flood, had updated the comfort station at Friends Creek campground, and replaced roof on Friends Creek maintenance shed. He reported that Erick Baumburger was moving into the Natural Resource technician position after it became open from Ethan Snively moving into the Natural Resource Specialist position. This leaves the Rock Springs technician position open. The South Wheatland Fire department had conducted fire training for 35 fire fighters at Rock Springs Conservation Area.

Pam Smith highlighted that the Budget had been completed and tentative budget placed on file for the public for thirty days. The purchasing policy had been updated and shared with employees at the last quarterly meeting. The District switched from tape back-up of the server to backing up in the cloud as recommended by our technology consultant. The Foundation sent their first check to Fidelity Investments for long-term investing.

Richie Wolf thanked everyone for attending the Volunteer Recognition Dinner and announced that the Festival of Spring was this weekend (April 23rd). Some new activities included chain saw carving, exotic birds, small animals, and digging in ponds for aquatic creatures. Hopefully summer camp counselors will all be hired by the end of the week.

Paul Marien reported that he and Richie Wolf had met with the Decatur Public School System and felt they had a good meeting. The legislative brunch was cancelled. Trustee Parish recommended that he and Paul conduct one-on-one meetings with the legislators. Two had already been scheduled. The Community of Argenta had asked Paul to be a resource as they work on their master plan. He also gave an update on the Auer Trust. Attorney Garwood had filed a complaint to terminate the trust for which the Foundation is the trustee of 40 acres of land in Sangamon County.

13) Other:

Director Marien read a thank you letter to the Board from the South Wheatland Fire District.

COMMENTS FROM TRUSTEES:

Trustee Elliott asked for an update on the property that had been discussed. Paul Marien reported that he and Shane had walked the property. The property is already being protected and they will have a hard time selling the property.

Trustee Parish commended the staff on doing a great job with the Volunteer Recognition Program and that Lee Slider and Rod Washburn gave a good presentation.

EXECUTIVE SESSION:

Trustee Elliott MOVED to go into Executive Session at 6:47 p.m. for the purpose of

- 1. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.**
- 2. The selection of a person to fill a public office.**
- 3. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.**

Trustee Jensen SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Smithson MOVED to return to the Regular Public Meeting at 7:09 p.m. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Elliott MOVED to approve the Executive Session Minutes of April 20, 2016. Trustee Jensen SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

APPROVE NOMINATION TO FILL BOARD VACANCY:

Trustee Elliott MOVED to approve Kate Leonard as nomination to the County Board to fill Board vacancy. Trustee Jensen seconded the motion. All members of the Board present voted, "AYE". Motion carried.

ADJOURNMENT:

There being no further business, Trustee Elliott MOVED to adjourn the Regular Public Meeting at 7:10 p.m. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

President

ATTEST:

Secretary