

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

**August 19, 2015**

PURSUANT to written notice given all members of the Board, the above meeting was called to order at 5:30 p.m. by President Parish with the Pledge of Allegiance.

Board members present: Treasurer Jensen, President Parish, Secretary Murphy, and 1<sup>st</sup> Vice-President Smithson, and 2<sup>nd</sup> Vice-President Elliott.

Trustee Jensen MOVED to approve the Minutes of the July 15, 2015, Regular Public Meeting. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Murphy MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$156,551.49 and additions to disbursements in the amount of \$23,002.49 as presented. Trustee Elliott SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE"; and Trustee Murphy, "AYE". Motion carried.

**COMMENTS FROM AUDIENCE: No comments.**

**PRIOR BUSINESS:**

**1. Other: No other business.**

**NEW BUSINESS:**

**1. Annual Audit Presentation:**

Abdullah Khan, Knutte & Associates, presented an overview of the audit that was performed in mid-May. He reported that the audit went very well and there were no issues to report. Fraud is a major focus of the audit and in their assessment they rate the District highly and is in very good shape even as small of an organization as it is. Testing revealed no issues. Abdullah did make one suggestion outside of the management letter directed toward Paul Marien as the new Director. He suggested that he assess the current controls for any improvements that could be made and possibly implement some new controls. He reported that the District does a good job with keeping expenses in line with the budget. The management letter did not note any deficiencies.

Trustee Murphy MOVED to approve the Annual Audit as presented. Trustee Jensen SECONDED the Motion. . Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE", and Trustee Murphy, "AYE". Motion carried.

## **2. Health Insurance Renewal:**

Director Marien explained to the Board that it was time for the District's annual health insurance renewal and this year's would be an increase of 8% over last years, which is significantly lower than expected. The staff recommends approving the renewal of our current plan with United Healthcare. Shannon Garrett, J.L. Hubbard representative, discussed the District's annual health insurance renewal. She explained that this plan is a non ACA (affordable care act) plan and that the District qualifies for a transitional relief at least for this renewal year. That can change before next year, but Shannon's thoughts are that more than likely it will be offered again. With having this transitional period, no changes can be made to the plan. Trustee Murphy raised questions concerning the marketplace for businesses. Shannon explained the SHOP (Small Business Health Options Program). Originally their company had been told that the plans would be the same on the marketplace as what they were able to offer but they have found out that the plans are higher and there are only three insurance companies, Health Alliance, Blue Cross and Land of Lincoln that are offered. J.L. Hubbard has not put their stamp of approval on the Land of Lincoln Insurance since they only joined the market when the market place came available. In addition, employers must offer insurance to any employee working 30 hours or more, which currently the District does not do. Since the District is a governmental entity and doesn't pay taxes, there is no tax advantage to go through SHOP. Trustee Murphy pointed out that the District needs to be aware of changes that may be forthcoming when shopping for health insurance next year.

Trustee Smithson MOVED to approve renewal of the employee health insurance with United Healthcare for October 2, 2015 – September 30, 2016. Trustee Jensen SECONDED the motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE", and Trustee Murphy, "AYE". Motion carried.

## **3. Approve Payment of Liability Insurance Renewal:**

Director Marien explained that it was time for the annual liability insurance renewal. He explained that the invoice references package "contribution" but this was just a different wording for premium. Director Parish asked if the insurance is self-insured and Director Marien confirmed. The staff recommends approving payment for the liability insurance renewal with only a 1% increase over last year. Board questioned if the District has shopped around. Director Marien confirmed in the past they have shopped around and pointed out that some insurance companies will not insure parks. The District has been very pleased with the service they provide.

Trustee Smithson MOVED to approve payment of \$70,642.00 premium with \$8,000,000 limit. Trustee Elliott SECONDED the motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE"; and Trustee Murphy, "AYE". Motion carried.

## **4. Approve Payment for Audit Services:**

Director Marien recommended paying the invoice from Knutte & Associates for this year's audit in the amount of \$9,700.00. There was no discussion concerning paying the invoice for the audit services performed.

Trustee Murphy MOVED to approve payment of \$9,700.00 to Knutte and Associates for their work performed on the District audit. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE"; and Trustee Murphy, "AYE". Motion carried.

## **5. Change Order Sand Creek Drainage Project**

Director Marien reported that the Sand Creek Drainage project was virtually completed but there were two changes that had to be made. One was increasing the size of the pipe due to an error made by the engineer. Secondly, they had to find another quarry to mine the gradation of stone needed for the project since the closet quarry was not mining the required stone. He reported that he had made an error on the report in the Board packet changing the total dollar of the change order from \$2,635.00 to \$2,582.62. Even with the change order, the total cost does not exceed the next highest bid that was received during the bid process. This bid came in at \$25,820 and the next highest bid was \$48,400. Staff recommends Board approving the change order in the amount of \$2,582.62. Trustee Smith questioned if the engineer was liable for the error made but Director Marien reported that the engineering was at no cost to the District since this grant was funded by EPA, Section 19.

Trustee Elliott MOVED to approve the change order in the amount of \$2,582.62. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish, "AYE"; Trustee Elliott, "AYE"; and Trustee Murphy, "AYE". Motion carried.

## **6. Set Annual Trustee Tour Date**

The Trustees were in agreement that the October 14, 2015, date would be the best date for the Trustee Tour. Director Marien reviewed the schedule with the Board stating the tour would start around 8:30 at Rock Springs Nature Center. Trustee Parish suggested having lunch at the Oglesby Mansion instead of a restaurant so the Trustees could sit at the dining room table and have a discussion. Director Marien will make arrangements in securing the Oglesby Mansion for that date and setting up the lunch.

## **7. Staff Reports**

Richie Wolf reported that the family camping event was a success with seven tents being rented and fun had by all that attended. He also reported that the Hummingbird Festival was a highlight and very well attended. There were 29 birds captured with 24 being female and 5 being male. One was a recapture from last year. They had a beautiful night for the meteor shower. Summer Camp had finished last Friday with no major complaints. Evaluations had been mailed out to the parents. He reminded the Board that the Prairie Celebration will be held September 19<sup>th</sup> and 20<sup>th</sup>.

Paul Marien reported that Griswold Conservation Area had a new resident guard. Adam Reef had moved out of the District housing and Mikayla Mendenhall, a Naturalist, has moved into the house. After taking a poll, no other employees expressed an interest in living in the house. The District is in the process of repairing the house at Friends Creek Conservation Area after Mike Bricker retired in July. Andy Murphy, current resident guard at Rock Springs, will move to the Friends Creek Conservation housing, leaving his position open at Rock Springs. He reported that a candidate has been selected for the Operations Manager position and will be invited back for a second interview to meet the supervisors. Paul reported that the Prairie Pedal route had been drafted and he and Katherine Unruh would be doing a test drive. The route will be south of Moweaqua. The Foundation Board had nominated Kim Tsuda for "Doing Something Great Award" through the Decatur Legacy and Paul wrote the nomination letter and attended the luncheon with the Tsudas.

**8. Other**

Director Marien reported that he had just received a certified letter informing the District that NuStar Pipeline wants to run an ammonia pipeline through the Nature Preserve. He shared a map of the area with the Board and said that this could not happen. The pipe was coming from somewhere (unknown to Paul) to Archer Daniels Midland. He will respond to the letter and keep the Board informed.

**COMMENTS FROM TRUSTEES:**

Trustee Elliott recommended that the Board of Trustees go out and see what all is involved with the Foundation's annual Prairie Pedal ride. Trustee Parish and Murphy agreed to help with the registration process the day of the ride.

**ADJOURNMENT:**

There being no further business, Trustee Smithson MOVED to adjourn the Regular Public Meeting at 6:40 p.m. Trustee Jensen SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

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President

ATTEST:

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Secretary