

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

**January 21, 2015**

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

Board members present: President Leonard, 1st Vice-President Stahl, Secretary Parish, and 2<sup>nd</sup> Vice-President Jensen.

Absent: Treasurer Murphy

Trustee Parish MOVED to approve the Minutes of the December 17, 2014, Regular Public Meeting and January 7, 2015 Special Meeting as presented. Trustee Stahl SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Stahl MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$114,224.17 and additions to disbursements in the amount of \$2,888.92. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Parish "AYE"; Trustee Jensen, "AYE"; Trustee Leonard, "AYE"; and Trustee Stahl, "AYE". Motion carried.

**COMMENTS FROM AUDIENCE:** There were no comments from the audience.

**PRIOR BUSINESS:**

**1. Personnel Policy:**

Director Merner asked if the Board had any further questions. She reminded the Board that the District's attorney had reviewed the policy and the District followed all her recommendations. Most of the updates and/or removals were pertaining to updated laws.

Trustee Parish MOVED to accept the Employee Personnel Policy as presented. Trustee Stahl SECONDED the Motion to adopt the policy. All members of the Board present voted "AYE". Motion carried.

**2. Gerber Bank Agreement**

Director Merner reviewed the bank agreement with the District attorney and made the suggested changes and returned the document back to Gerber Bank. She reminded the Board that this was pertaining to the payroll direct deposit Gerber performs for the District. The current agreement with Gerber is a very basic agreement. She has not heard anything back from the bank but they are still performing the services. Director Merner will keep the Board updated as she receives more information.

## **NEW BUSINESS:**

### **1. Event Request Macon County Emergency Management Agency:**

Director Merner informed the Board that the District had received a request from a state organization to hold the Macon County Emergency Management training program at Rock Springs Conservation Area. This training program is to teach responders to search on a grid in an emergency. The District can accommodate them in the Dipper Lane area, which will take them away from the Rock Springs Nature Center. Staff recommends not charging them a fee to hold the training on our property. The special event request is for May. They have informed the District that they will not be using any vehicles, no ATVs and no dogs. It will just be walking the grounds. They are needing approximately 25-50 acres of prairie and wooded areas. By holding the event at Dipper Lane, it will not be in any conflict with the public. They will be required to submit a signed agreement and submit proof of insurance. The Board was in agreement that there was no problem in holding the special event on the District's property.

### **2. Energy Report:**

Paul Marien presented the annual update on energy use as a result of an audit conducted and the implemented changes. The Board members questioned Mr. Marien as to the reason for the decrease in energy consumption. He believes it is due to the consciousness of the staff and the implemented changes made such as switching out all light bulbs to more energy efficient ones and installing motion detectors. The summer camps were held outside this past year instead of utilizing the indoor classrooms. After some discussion, the Board agreed this was good news but assumed this decrease will eventually bottom out. The Board members did recommend that Mr. Marien run the data from July to June instead of by calendar year.

### **3. Consultant Contract – Director Search:**

After contacting references provided for GovHR USA, Trustee Leonard recommended that the District hire the consultant to lead in the Executive Director search. The references Trustee Leonard contacted raved about their services and were very happy with them.

Trustee Parish **MOVED** to approve the contract with GovHR USA as consultant for the Executive Director search. Trustee Jensen **SECONDED** the Motion. Roll call vote was as follows: Trustee Parish "AYE"; Trustee Jensen, "AYE"; Trustee Leonard, "AYE"; and Trustee Stahl, "AYE". Motion carried.

### **4. Lease Agreement IL Department of Natural Resources:**

Illinois Department of Natural Resources (IDNR) wants to lease office space from the District for a biologist. After the biologist had been using office space for the past three months, the Department of Central Management Services called to speak about renting the space and signing a contract. Since they said they could not pay in arrears for the months the biologist had already been here, they agreed to pay \$160.00 a month instead of \$150.00 a month to accommodate their lateness in generating contract. The biologist has been here since November and is a new hire for IDNR. The contract is for 58 months.

Trustee Stahl MOVED to approve signing of the lease with IDNR for office space rental for \$160.00 monthly. Trustee Parish SECONDED the Motion. Roll call vote was as follows: Trustee Parish “AYE”; Trustee Jensen, “AYE”; Trustee Leonard, “AYE”; and Trustee Stahl, “AYE”. Motion carried.

**5. Staff Reports**

Director Merner asked the Board if they had any questions for the staff. Trustee Stahl inquired as to why the deer management numbers were up this year. Mr. Marien commented that there were better opportunities and the first half of the hunting season was good weather. He reported that Rich Crowe will give more details in his deer management update that is forthcoming. The Board briefly discussed the water leak at Griswold Conservation Area with Mr. Marien. Staff have been trying to locate the leak but as of this meeting, they had not been able to find what was causing it. They will continue their efforts in resolving the issue.

Mr. Tish reported that they were preparing for the upcoming Eagle Trip.

Director Merner reported that the Foundation reported a good fundraising year and that preparations were already underway for this year’s Prairie Pedal event.

**6. Other**

Director Merner will keep the Board posted on the next step in the Director search and stated that the contract with GovHR USA will be mailed out the next day following the meeting. She asked the Board who they would like to be the main contact until the Board meets with the consultant and their reply was for her to be the initial contact. Trustee Parish suggested that they keep the process moving along.

**COMMENTS FROM TRUSTEES:** There were no comments from the Trustees.

**ADJOURNMENT:**

There being no further business, Trustee Jensen MOVED to adjourn the Regular Public Meeting at 6:08 p.m. Trustee Stahl SECONDED the Motion. All members of the Board present voted, “AYE”. Motion carried.

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President

ATTEST:

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Secretary