

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

March 20, 2013

PURSUANT to written notice given all members of the Board, the above meeting was called to order by President Elliott, at 7:00 p.m., with the Pledge of Allegiance.

Board members present: President Elliott, 1st Vice-President Horn, Secretary Leonard, and 2nd Vice-President Darrel Parish.

Board members absent: Treasurer Stahl

Trustee Parish MOVED to approve the Minutes of the Regular Public Meeting of February 20, 2013. Trustee Horn SECONDED the Motion. All members of the Board present voted "AYE". Motion carried.

Trustee Leonard MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$132,337.45 and additions to disbursements in the amount of \$17,025.37. Trustee Horn SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

COMMENTS FROM THE AUDIENCE: NONE

PRIOR BUSINESS:

1. Pasture Rent:

Director Merner updated the Board on the status of renting the pasture land to Jeannie Maxwell. After some research, staff concluded that this land will not support feeding three horses due to the poor quality of the grass and small parcel being considered. Staff also spoke with Rich Crowe, Natural Resource Manager, regarding his restoration plans of said property. He will need access through this pasture at times which will limit the time horses are out to pasture. Staff recommends charging Jeanne Maxwell \$500 a year for rental of this pasture land and include in the agreement that the District is not liable for any injuries to livestock. Trustee Horn recommended that the agreement also include that no more additional livestock could be added to the current stock.

Trustee Parish MOVED to accept the staff's proposal of \$500 a year rent for the pasture land provided that no more livestock are added to the current stock.

Trustee Leonard SECONDED the motion. All members of the Board present voted "AYE". Motion carried.

2. Other:

Richard Crowe, Natural Resources Manager, presented an update concerning "Autumn Olive", which is an invasive shrub. The plan is to hire a contractor to remove half the stand of shrubs along Rock Springs Road east of the Wetland with a forestry mower and then District staff

and volunteers will treat the cut stumps and re-sprouts with herbicides. The second half will be dealt with in the same manner within one to two years. The first phase should begin next month and will cost \$7,200. Rich is working on a state grant, which he hopes will fund the second half.

NEW BUSINESS:

1. Award Contract Oglesby Mansion Porch Restoration:

Bids were opened for renovations to the east porch of the Oglesby Mansion with two contractors bidding on the project. Christy-Foltz was the low bidder at \$31,266, for the east porch renovation and \$7,653 for the alternate bid, while Jones and Sullivan Enterprises' bid was at \$35,880.00 and \$9,000.00 for alternate bid. Director Merner has spoken to the Oglesby Board and they stated they would be assisting with funds for the project.

Trustee Parish **MOVED** to award the bid for the Oglesby Mansion Porch Restoration Project to Christy-Foltz in the amount of \$31,266 and alternate bid of \$7,653. Trustee Leonard **SECONDED** the motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

2. Software Proposal:

Staff summarized the need for purchasing on-line registration software for the District. This software would enable customers to register for events from the convenience of their home as well as provide the District with valuable reporting options, improving communications with our participants and improving accounting. Staff recommends purchasing RecTrac, WebTrac, PayTrac, and Web-hosting for a total of \$23,466.00.

Trustee Parish **MOVED** to approve the purchase of Vermont Systems online registration software in the amount of \$23,466.00. Trustee Leonard **SECONDED** the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

3. Adopt Tentative Budget and Appropriation Ordinance:

The Board received a tentative copy of the Budget and Appropriation Ordinance. Trustee Horn expressed concern of being able to sustain losses with no current plan of a revenue stream to compliment the differences.

Trustee Leonard **MOVED** to accept the tentative Budget and Appropriation Ordinance as presented. Trustee Parish **SECONDED** the Motion. All members of the Board present voted, "AYE". Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "ABSTAIN"; Trustee Leonard, "AYE". Motion carried.

4: Set Budget Hearing Date:

After a brief discussion, the Board agreed to move the April meeting from April 17th to April 24th for the Public Hearing on the budget as well as the regularly scheduled meeting. This will allow ample time for the public review process. Director Merner agreed to contact Trustee Stahl for his availability.

5. Architect Services Contract Award-Maintenance Building:

Paul Marien and Kathy Merner interviewed BWC and Architectural Expressions for the architectural and engineering services to upgrade the cold storage building at Rock Springs and the maintenance building at Griswold Conservation Area. Both firms indicated that there could be additional costs for unforeseen problems. This would involve the support posts behind the walls if they need reinforced. BWC's proposal was for \$9,965.00 and Architectural Expressions proposal was for \$14,900. Staff recommends retaining BWC for the job as they have a better understanding of the District's project goals and overall mission.

Trustee Parish questioned the need for architectural services. Director Merner explained their services were needed for the bid documents and electrical work to be completed. The demolition was not a concern. Griswold maintenance building needs a slab floor poured as well as electrical work while the Rock Springs old maintenance building needs rearrangement of overhead doors and demolition of interior rooms. Both buildings will be categorized as utility buildings.

Trustee Parish MOVED to award the contract for architectural and engineering services to upgrade the cold storage building at Rock Springs and the maintenance building at Griswold to BWC for \$9,965.00. Trustee Horn SECONDED the Motion. All members of the Board present voted, "AYE". Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

6. Payout Gerber State Bank:

The District received a request for payment from Gerber State Bank for the cooperative drainage project between the Rannebarger Trust property and Friends Creek Conservation Area. The payment is the District's portion due to the contractor less 5% retained for the contractor to come back and finish the site. Up to \$5,000 will be reimbursed from the Soil and Water Conservation District. Staff recommends payment of \$7,885.00 to the Gladys A. Rannebarger Trust for this project.

Trustee Leonard MOVED to approve the payout of \$7,885.00 to the Gladys A. Rannebarger Trust for the cooperative drainage project between the Rannebarger Trust property and Friends Creek Conservation Area. Trustee Horn SECONDED the Motion. All members of the Board present voted, "AYE". Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Elliott, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

7. State Surplus Property Program:

The Conservation District has been participating in the State's surplus property program to purchase equipment. It is time to update the District's eligibility record, which requires a resolution from the Board of Trustees to continue participation in the program. This program enables the District to buy equipment at low rates, such as file cabinets, office equipment, and other items. Staff recommends that the Board of Trustees approve this resolution.

Trustee Horn MOVED to approve the "Resolution for Participation in State of Illinois Federal Surplus Property Program" as presented. Trustee Leonard SECONDED the Motion. All members of the Board present voted "AYE". Motion carried.

8. Staff Reports:

President Elliott asked the staff if they would like to highlight anything from their report or add anything. Jeff Tish announced the Volunteer Recognition Dinner to be held on April 4th. None of the Trustees had questions for the staff.

9. Other:

Director Merner announced the Legislative Breakfast will be held on April 22nd at Hickory Point Banquet Center from 7:00 – 9:00 a.m. for anyone that would like to attend.

Director Merner also informed the Board that Jay Dunn with the County Board would like for the Board to give a presentation about the District to their Board. After some discussion, the Board agreed they would be available for the April 11th or May 9th Board Meeting. Director Merner will contact Jay Dunn and report back to the Board.

The deadline for responding to the County regarding the proposed mitigation plan is Friday. Director Merner asked the Board if they had any questions or concerns regarding the information that was sent to them. The Board stated they would rely on her recommendations. Director Merner noted four items from reading the document that she would question

1. Correct the spelling of the District name.
2. Be sure the bicycle bridges are included in the list of bridge structures.
3. District was not named as a partner - she will question this
4. Be sure two projects to protect from potential flood damage are included – Bottling Plant and bicycle bridges.

One more item mentioned from the Director concerned a new TIF District (Tax Increment Financing) from the City. This District would be across from the Walgreens on Route 48 in Decatur from Leafland to Center Street. The plan is that County Market will build another store on this property and the City is considering creating a TIF District to assist.

COMMENTS FROM TRUSTEES: None

ADJOURNMENT:

There being no further business, Trustee Leonard MOVED to adjourn the Regular Public Meeting at 8:03 p.m. Trustee Parish SECONDED the Motion. All members of the Board present voted, “AYE”. Motion carried.

PRESIDENT

ATTEST:

SECRETARY