

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

**June 15, 2016**

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

Trustee Jensen MOVED to approve the Minutes of the May 18, 2016, Regular Public Meeting as presented. Trustee Smithson 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 \$103,746.67 and additions to disbursements in the amount of \$28,004.4. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; Trustee Parish "AYE"; and Trustee Murphy, "AYE". Motion carried.

**COMMENTS FROM AUDIENCE:** There were no comments.

**PRIOR BUSINESS:**

**1. Macon County Survey Response**

Paul Marien gave an update on his drafted response to the Macon County Environmental Management's survey. He basically informed them that the District's land has restrictions from the state and would have to obtain permission from the state before agreeing to let them store debris on District property. The District will offer as many resources as possible, such as staff and equipment to assist in the case of any emergency. Trustee Parish agreed that it was a good response.

**2. Sludge Lagoon Remediation Update:**

Paul Marien reported that the Sanitary District has finalized plans and is holding a pre-bid meeting tomorrow (Thursday, June 16, 2016). Both Paul Marien and Shane Ravelette will attend the meeting. The Sanitary District will accept bids until the end of the month and hope to begin the project by the end of July. Brian Cross with Prairie Engineers has reviewed the specifications of the seeds and has approved. The contractor will have to stay within the construction limits but Paul warned the Board that there will have to be some tree removal.

**NEW BUSINESS:**

**1. Prevailing Wage Ordinance:**

Every June each public body shall determine the prevailing wages for independent contractors as required by the Department of Labor. The Board must approve the District's Prevailing Wage Ordinance.

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

**2. Resolution for IL Transportation Enhancement Program (ITEP) Grant:**

Paul Marien reminded the Board that the District was applying for a bike trail grant and the application was due by 4:30 p.m. on Friday, June 17, 2016. The application requires a resolution adopted by the Board verifying that the District is capable of completing and funding the project. Shane Ravellette reported that the grant was 80/20 (80% funded by grant and 20% funded by the District). Paul stated that the bike trail was in need of improvements.

Trustee Smithson MOVED to approve the IL Transportation Enhancement Program Grant Resolution as presented. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Smithson, "AYE"; Trustee Jensen, "AYE"; and Trustee Parish "AYE"; Trustee Murphy, "AYE". Motion carried.

**3. Voluntary Supplemental Employee Benefits:**

Paul Marien and Pam Smith met with the District's insurance broker to discuss offering voluntary supplemental benefits to both part-time and full-time staff. These benefits would not be funded by the District but employees could payroll deduct the premiums. The supplemental would include accident, critical illness and cancer policies. Trustee Smithson asked if the broker had approached us or did the District seek out the agent. The insurance broker contacted staff regarding the option. Staff would like the Board's approval to meet with employees to determine if there is any interest.

Trustee Murphy MOVED to approve offering the voluntary supplemental employee benefits to all full-time and part-time employees. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

**4. Staff Reports**

Richie Wolf gave a few highlights for Program Services. The Lake Erie fishing trip was a large success with 12 men enrolled. Paul Marien commented they have received great reviews on the success of the trip and was looking forward to Richie planning more trips in the future. Richie also reported that the trip to the

Cahokia Mounds and Botanical Gardens were also a success. Summer camp is underway and enrollment has increased this year over last year. He reported having the transit has been a tremendous asset and will save approximately \$3,000 for the camp program.

Shane Ravellette gave a few highlights for the Operations department. He reported that the terrarium wall project in the Children's Awareness Room had been completed. The front rock wall that had been planned to begin this week has been pushed to next week due to the heat. The Friends Creek camping was completely full for Memorial weekend. A new site technician for Rock Springs has just been made an offer today and will begin on Monday, June 20<sup>th</sup>.

Paul Marien reported that he had been asked to attend Vermillion County Conservation District's 50<sup>th</sup> Anniversary Celebration. It was an opportunity to publicize our 50<sup>th</sup> Anniversary as well. He and Katherine Unruh inspected the kiosks along the bike trail for updates. They are brainstorming ideas for the updates that will be funded by remaining funds from the same grant that funded the information shelter kiosks. Paul had received a request from the construction company working on the power lines that will skirt Willow Branch property to use some of the District property as a workstation. This area had just been seeded in prairie grass. Shane Ravellette and Paul both met with them on site but before they could return back to the office, the contractor had found another way and will not be using District Property.

Pam Smith gave a few highlights for office administration. Most of the month had been spent on paper work for new hires, renewing notary application, FOIA and request from SmartProcure. The Foundation had selected an investment plan with fidelity and were moving forward in investing as per their Investment Policy. The District provided workplace harassment training to all staff.

**5. Other** – No other business.

#### **COMMENTS FROM TRUSTEES:**

Trustee Murphy inquired as to the status of Paul Marien sending the Board his goals as previously discussed. Paul reported that he had emailed them but would resend them again.

Trustee Parish suggested that a one page agenda be created to use in speaking with legislators. A brief discussion followed as to what needed to be included, such as school funding, capital projects and grants.

Trustee Parish acknowledged that this was Trustee Smithson's last Board meeting and thanked him for the great job he had done. All Board members and staff were in agreement.

**EXECUTIVE SESSION:**

Trustee Murphy MOVED to go into Executive Session at 6:07 p.m. for the purpose of

1. The purchase or lease of real property for the use of the public body.

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

Trustee Jensen MOVED to return to the Regular Public Meeting at 7:01 p.m. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Smithson MOVED to approve the Executive Session Minutes of June 15, 2016. Trustee Murphy SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

**ADJOURNMENT:**

There being no further business, Trustee Jensen MOVED to adjourn the Regular Public Meeting at 7:02 p.m. Trustee Smithson SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

---

President

ATTEST:

---

Secretary