



FOREST PRESERVE DISTRICT OF KANE COUNTY

FOREST PRESERVE EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve Executive Committee meeting was held Friday October 2, 2015 at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by President Michael Kenyon at 8:35 AM.

Members Present:

Attendee Name	Title	Status	Arrived
Michael Kenyon	President	Present	
Deborah Allan	Commissioner	Late	8:40 AM
Margaret Auger	Commissioner	Present	
Theresa Barreiro	Commissioner	Absent	
Cristina Castro	Commissioner	Absent	
Mark Davoust	President Pro Tem	Present	
Drew Frasz	Commissioner	Absent	
Rebecca Gillam	Commissioner	Present	
Joseph Haimann	Commissioner	Present	
John Hoscheit	Commissioner	Present	
Philip Lewis	Commissioner	Absent	
Thomas Smith	Commissioner	Absent	
Barbara Wojnicki	Commissioner	Present	
John Martin	Commissioner	Present	

Additional Commissioners Present:

John Martin

Others Present:

Monica Meyers, Executive Director
Ken J. Stanish, Director of Finance
Drew Ullberg, Director of Natural Resources
Jerry Culp, Director of Planning and Development
Laurie Metanchuk, Director of Community Affairs
John Goreth, Director of Operations
Tracey Smith, Director of Human Resources,

Sargent Gilsson, Public Safety
Brittany Kovach, Community Affairs
Anna Marano, Buyer
Dave Peschke, Account Manager
Ellen Maglio, Administration
Jerry Hodge, Attorney
Patricia Hestekin, Recording Secretary

II. Approval of Minutes from September 4, 2015

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

III. Public Comments (Each speaker is limited to (3) minutes)

Mr. Mark Schmit of 35W347 Elder Avenue, St. Charles, stated that he is in opposition of the agreement with the St. Charles Rowing Club for use of the Fox River Shores Forest Preserve. Mr. Schmit believes the agreement violates the mission and goals of the Forest Preserve.

Mr. Schmit then left a petition signed by residents with Staff in regards to this matter.

IV. Presentation of Bills from September 2015

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Margaret Auger, Commissioner
SECONDER:	John Hoscheit, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

A. Presentation and Approval of the Bills for September 2015

V. Finance Committee Report

A. Presentation and Approval of the Annual Resolution Authorizing the Contracts for Insurance Group Plans

The purpose of this memorandum is to present the Committee with information to approve the annual resolution authorizing the Forest Preserve District President to enter into contracts for health, dental, vision, life and accidental death and dismemberment insurance group plans, to modify the District's current plan design and to approve the employer/employee contribution schedule.

On September 8, 2015, the Forest Preserve District Commission approved membership in the Intergovernmental Personnel Benefit Cooperative ("IPBC") and the Northern Illinois Health Insurance Initiative ("NIHII") Sub-Pool. Benefit year begins January 1, 2016.

Plan design changes were necessary to remain within budget and to stay below the Affordable Care Act's Cadillac Tax threshold.

Benefit Modifications:

- Emergency Room Copay Increase: \$250 to \$500
 - o Copay is waived if patient is admitted
- PPO Out-of-Pocket Limit Increase: \$2,750 to \$3,000

Benefit Enhancements:

To offset the above benefit modifications, employees would receive:

- Employer-paid Term Life Insurance from Standard Life Insurance Company: coverage amount of 1x Salary up to \$50,000
- Adult Orthodontia from Guardian Dental: coverage amount \$1,000/year

Vendor Modifications:

- Prescription Drugs: Prime Therapeutics to Express Scripts
- Vision: Delta Vision/EyeMed to Vision Service Plan (VSP)

The District's wellness program will continue through IPBC/NIHII.

RESULT:	MOVED FORWARD TO RESOLUTION [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
MOVER:	John Hoscheit, Commissioner
SECONDER:	Joseph Haimann, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

B. Presentation and Approval of an Intergovernmental Agreement with Kane County to Establish a Special Revenue Fund

In August, the Finance Committee recommended that the District pursue investing funds with the County. Attached is a resolution that was created by the County Treasurer and reviewed by both District's staff and legal.

The County Treasurer is planning on taking this resolution to the County's next Finance Committee for approval. Both the County Board, as well as, the Forest Preserve Commission will need to approve the resolution prior to any funds being invested.

Based on historical data, this could increase investment returns for the District.

RESULT:	MOVED FORWARD TO RESOLUTION [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
SECONDER:	Mark Davoust, Joseph Haimann
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

C. Presentation and Approval of the 2016/17 FY Budget for Tax Levy Purposes

Director Stanish presented the Budget for Levy Purposes to the Committee as presented to the Finance Committee. Included in the Levy are the estimated new construction taxes of \$75,000. This will be adjusted based on the actual figures.

RESULT:	MOVED FORWARD UNANIMOUSLY [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

VI. Land Acquisition / Enterprise Committee Report

A. Resolution Authorizing Sale of Forest Preserve District Property in Burlington Township

The District recently acquired the Volkening property which is adjacent to the Cardinal Creek Forest Preserve. The property has a house which was built in 1990 and several out buildings. Staff is requesting permission to sell 5 acres of the property with the house and outbuildings. The Volkenings had an offer for the entire parcel, but the District had the right of first refusal on the property and took the option to acquire the property. There are now several interested parties for the 5 acres and the house. State statute requires the District pass a resolution within 30 days of acquisition to be able to sell a parcel of land.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
MOVER:	Margaret Auger, Commissioner
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

VII. Planning & Utilization Committee Report

A. Presentation and Approval of a Bid for the Removal of Structures at the Meissner-Corron Forest Preserve

The Commission approved \$85,200 in the FY 2015/2016 budget to remove buildings and structures that no longer serve a purpose for District use or are in such poor condition that they pose a safety hazard or negative visual presence. This year structures were planned for removal at Meissner-Corron and Freeman Kame Forest Preserves.

The structures removal at the Meissner-Corron Forest Preserve was first bid in May of 2015. This site consists of various concrete foundations and a concrete silo which remains from the materials removed from the site by Campton Township for their barn restoration project. The low bid at that time came in at \$42,880 to demolish and haul the material off-site. The Committee asked staff to re-bid the project and add the option of burying the material on-site to evaluate whether the cost would be lower.

The project was rebid and sent to 17 vendors and advertised with 5 bidders responding. The lowest qualified bidder for Option A to demolish structures and remove material off-site was A-1 Fowler, Inc., of South Elgin, IL at a price of \$31,680. The lowest qualified bidder for Option B to demolish structures and bury material on site was Anthem Excavation & Demolition, Inc. Of Itasca, IL at a price of \$29,400.

Staff evaluated the cost of the project, the possible future planning impact for the site, the environmental impact, and the fact that 98 acres of this preserve was recently certified as an Illinois State Nature Preserve and is therefore, recommending Option A to remove material off-site for the cost of \$31,6800; an additional \$2,280 cost compared to burying the material on site.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
MOVER:	Barbara Wojnicki, Commissioner
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

B. Presentation and Approval of a Proprietary Purchase of Upgrades to the Security Cameras for Fuel Islands and Maintenance Yards

Commission approved funding in FY 2015/2016 budget to upgrade the current security camera systems. The District currently has eight (8) security cameras and network switches installed at five (5) locations which are the South (2) and North (2) Operations Maintenance Facilities, Trades Maintenance Facility (2), Fabyan Horticulturist Shop (1) and the Jon Duerr Shop (1) with fuel islands present at each location.

The current camera system was installed in 2009 and is outdated and in need of replacement. These cameras are a great security asset to the District. The new cameras will have a higher resolution with more pixels for clearer pictures, will be capable of being viewed from remote locations such as the District's main headquarters and all Law Enforcement computers, and will store film for one month. Additionally, the program includes the cost of annual maintenance.

The new camera system will be provided by Alarm Detection Services Inc. who is currently contracted with the District to monitor and provide service for eleven (11) fire and burglar alarm panels throughout various District facilities. Due to the current contract with Alarm Detection Services and the number of sites that are currently being maintained and monitored, this will be a proprietary purchase. The prices obtained include the installation of eight (8) new cameras and network switches, emergency call-out service, all bench parts and labor, system loaners and scheduled maintenance and inspection.

The cost for the purchase and installation of the new hardware is \$16,720 and the cost of the monthly maintenance is \$281/month or \$3,372 annually for a total expenditure of \$20,092 in the first year.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, John Hoscheit, Philip Lewis, Thomas Smith

C. Presentation and Approval of a Bid for Tree and Brush Clearing at the Freeman Kame Forest Preserve

The Freeman Kame-Meagher Forest Preserve located in the Village of Gilberts, spans more than 1,200 acres, of which 280 acres are degraded savanna and woodland. A portion of the overall preserve has been designated an Illinois State Nature Preserve. The preserve contains three distinct woodland units; north of Freeman Road; south of Freeman Road, and north of Tower Hill Road. This project concerns 30 acres of woodland south of Freeman Road only.

Oaks are the dominant canopy species across most of the woodland in this preserve, though detailed plant studies conducted by staff indicate oaks are not reproducing as a result of shading by brush, intense deer browse and fire suppression. To promote oak regeneration and to allow reintroduction of native grasses and wild flowers through seeding, stands of brush and invasive trees must be thinned as part of a multi-year and multi-faceted land management program.

For this fourth phase of the long-term preserve enhancement program, bids for tree and brush thinning across two 15- acre blocks were sought from contractors. Further, to promote wise re-use and conservation of felled trees, a separate firewood production bid was requested.

Located south of Freeman Road is a degraded 180-acre single block of oak-hickory woodland. Last winter a contractor thinned brush from 10 acres of woodlands on steep terrain. The balance of the site is still dominated by buckthorn and honeysuckle in the understory and this phase of the long-term project seeks to reduce brush induced shading to increase sunlight; available to oaks seedlings and saplings.

In both the 15-acre *Base Bid* and 15-acre *Alternate 1*, the Contractor shall mow down brush with a forestry mower and shredded wood mulch will be left to decompose on-site. Monotypic stands of black cherry, mulberry, and box elder will be thinned, with logs to be moved by the contractor to an on-site staging and stockpile area as part of the *Base Bid*. All cut stumps will be herbicided by the contractor.

For *Alternate 2*, the contractor is requested to produce 15 full cords of split firewood using an automated, multi-anvil wood splitter. All the firewood will be delivered to the Operations Department - North Facility in the Muirhead Springs Forest Preserve.

The bid was distributed to 25 vendors with 3 contractors responding. The lowest qualified bid for the *Base Bid* was received from Central Tree of Hoffmann Estates in the amount of \$44,750. The lowest qualified bid for *Alternate 1* was received from Central Tree of Hoffmann Estates in the amount of \$42,960. Finally, the lowest qualified bid for *Alternate 2* - firewood production, was received from Central Tree of Hoffmann Estates in the amount of \$6,500. A bid of \$6,000 for *Alternate 2* - Firewood production was submitted by another contractor; however, as they were not low bidder on the *Base Bid* or *Alternate 1*, they declined the *Alternate 2* project.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	Forest Preserve Commission 10/13/15 at 9:00 AM
MOVER:	Margaret Auger, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

VIII. New or Unfinished Business

None.

IX. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel

None.

X. President's Comments

President Kenyon stated the several Commissioners toured the sites under consideration for the Natural Resources Facility. This was a very successful review of the buildings.

XI. Reports

A. Bond and Investment Analysis Report of August 2015

B. Revenue and Expense Statement for August 2015

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Michael Kenyon, Deborah Allan, Margaret Auger, Mark Davoust, Rebecca Gillam, Joseph Haimann, John Hoscheit, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Cristina Castro, Drew Frasz, Philip Lewis, Thomas Smith

XII. ADJOURNMENT

Adjournment Until: Friday, November 6, 2015 at 8:30 am
Forest Preserve District Administrative Offices Board Room
1996 S. Kirk Rd. Suite 320, Geneva, Illinois

Michael Kenyon, Chairman
Forest Preserve Executive Committee
Forest Preserve District of Kane County

Respectfully Submitted,

Patricia Hestekin

Patricia Hestekin
Recording Secretary