



FOREST PRESERVE DISTRICT OF KANE COUNTY

FOREST PRESERVE EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve Executive Committee meeting was held Friday, June 2, 2017 at 8:33 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 8:33 AM.

Members Present:

Attendee Name	Title	Status
Michael Kenyon	President	Present
Mark Davoust	President Pro Tem	Present
Philip Lewis	Secretary	Absent
Deborah Allan	Commissioner	Late
Margaret Auger	Commissioner	Present
Theresa Barreiro	Commissioner	Present
Brian Dahl	Commissioner	Present
Drew Frasz	Commissioner	Absent
Rebecca Gillam	Commissioner	Absent
John Hoscheit	Commissioner	Present
Thomas Smith	Commissioner	Present
Barbara Wojnicki	Commissioner	Absent

Others Present:

Ken J. Stanish, Director of Finance, Ben Haberthur, 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, Mike Gilloffo, Police Chief, Jerry Hodge, Attorney, Caitlin Rodeghero, Recording Secretary

II. Approval of Minutes from May 5, 2017

RESULT:	ACCEPTED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brian Dahl, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Deborah Allan, Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

III. Public Comment (Each Speaker is limited to three minutes) *None.*

IV. Presentation and Approval of Bills from May 2017

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Brian Dahl, Commissioner
SECONDER:	John Hoscheit, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Deborah Allan, Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

V. Finance and Administration

A. Presentation and Approval of the Modification to the Ordinance Setting the Salary Ranges of Employee Positions of the Forest Preserve District of Kane County

Per the District's Salary Administration Policy approved by the Commission on April 11, 2006, the salary structure (ranges) will be raised at least 2% annually to stay in line with the market. The recommendation for the 2017/18 fiscal year is to modify the ranges by the minimum 2%.

The expense relative to the modification of the salary ranges has been budgeted in the current fiscal year. Merit increases approved by the Commission for the 2017/18 fiscal year are 3%. Though the range adjustments and the merit increases are separate functions, the budgeted 3% merit increase covers any expense relative to this range adjustment.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Brian Dahl, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Deborah Allan, Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

B. Presentation and Approval of a 457b Deferred Compensation Plan

For a number of years, the District has contracted with Nationwide (and ING) to provide a supplemental retirement plan to employees (457b Deferred Compensation Plan). The plans offered resulted in limited success due to a lack of regular support and employee education.

The District desires to partner with a proactive vendor who specializes in 457b deferred compensation, IMRF, financial wellness and personal contact. Services provided would include a certified financial planner (CFP) meeting with employees to discuss their personal financial challenges and goals and customizing a Financial Wellness Plan to meet their individual needs. In addition, the vendor would provide advisory and fiduciary services to the District and plan participants.

DISCUSSION: *Commissioner Smith asked how many employees were using the Nationwide program. Director Smith said that 7/73 employees were using the program, but the reps were not responsive to staff. She went on to say that AXA has certified financial planners, which will assist employees in making sound decisions that would benefit them now and in the future. Nationwide does not offer that as part of their plan. AXA will work above what the District can provide in education of our retirement and planning benefits. They will do this in an unbiased manner, not trying to sell a product. Commissioner Barreiro asked if the educational programs are offered and how often they are done. Director Smith stated that part of the program will be a pre-rollout education and then also a quarterly education program as well.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Thomas Smith, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Deborah Allan, Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

C. Presentation and Approval of the KaneComm/911 Dispatch Service Agreement

The KaneComm Board has established a fee schedule for each user groups' fair share of telecommunication costs based on the agencies calls for service. KaneComm has a *Dispatch Service Agreement*, and requires that the governing boards for each agency pass a resolution authorizing a 911 *Dispatch Service Agreement* with Kane County. The original agreement was signed in 2009 and is scheduled to expire March 31, 2017.

The proposed April 17, 2017 to November 30, 2022 agreement was approved by the Kane County Board at the April meeting, on behalf of KaneComm and Kane County. The agreement includes a 5% fee increase annually. At the end of the five-year term, the agreement will continue on an annual basis, if mutually agreeable and will incorporate a 5% fee increase each subsequent year extended. The agreement has been reviewed without reservation by the District's attorney, Gerry Hodge.

DISCUSSION: *Commissioner Davoust stated that he thought this is a good deal and helps our agency. Director Stanish explained that there is an annual increase of fees built into the agreement.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Thomas Smith, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Deborah Allan, Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

VI. Land Acquisition

A. Presentation and Approval of a Land Use Agreement with Nicor Gas Co. Through the Burnidge Forest Preserve

Director Culp introduced the Nicor Gas Company easement agreements and easement amendment.

In the Burnidge Forest Preserve the current easement and gas line runs through a wetland and high quality woodlands that have a high potential to disturb several endangered species. With that in mind, Nicor Gas and the District Staff have been working together to re-route the gas line to avoid these areas.

To complete this re-route, the District is required to gain approval from the Illinois Department of Natural Resources (IDNR) because the District received grant assistance for the acquisition of the property.

The re-route through Burnidge Forest Preserve will require a land use agreement between the District and Nicor Gas, which will include abandoning the existing easement that runs through the wetlands and woodlands and also will change the area of the existing blanket easement over a large track of the preserve to a narrow strip of land following just the gas line. Additionally, the land use agreement will cover a small area that is outside of any easement Nicor Gas currently has.

DISCUSSION: *President Kenyon asked about all the oak trees that are being saved by this easement. Director Culp explained that the DNR has been working with the District to save as many of the trees as we can, but there are some trees that will have to be removed. This will benefit both parties as in cost savings for Nicor and for the District as it will go around the wetlands and woodlands. There are signs posted in the area for education.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Brian Dahl, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

B. Presentation and Approval of an Amendment to an existing Easement Agreement with Nicor Gas, Within the Hampshire Forest Preserve

In the Hampshire Forest Preserve, the current easement and gas line runs through an area already improved including a picnic shelter, restrooms and a parking lot. Nicor Gas would like to amend the current easement to allow them to re-route the gas line around the District's current improvements. The easement language will stay the same and Nicor Gas will provide new legal descriptions for the new easement.

DISCUSSION: *Commissioner Allan asked what precipitated this need by Nicor, is it an inspection or checklist? Director Culp explained that this actually came up because Nicor Gas is in need of pipes with more capacity. All the necessary work can be done within Nicor's existing easement, but they are willing to relocate the pipe as to avoid our improvements.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Thomas Smith, Commissioner
SECONDER:	John Hoscheit, Commissioner
AYES:	Michael Kenyon, Mark Davoust, Margaret Auger, Theresa Barreiro, Brian Dahl, John Hoscheit, Thomas Smith
ABSENT:	Philip Lewis, Deborah Allan, Drew Frasz, Rebecca Gillam, Barbara Wojnicki

VII. New or Unfinished Business

A. Presentation and Approval of Commissioners' Expenses Attending the 2017 IAPD/IPRA Annual Legislative Conference in Springfield

The Local Government Travel Expense Control Act, Public Act 99-0604, requires all local non-home rule public agencies, including forest preserve districts, to regulate the reimbursement of all travel, meals, and lodging expenses of their commissioners, employees, and representatives effective January 1, 2017. The District approved, by resolution on December 13, 2016, a policy for the regulation of said expenses which requires all travel expenses for commissioners be approved through a public meeting of the Commission.

Commissioners and staff attended the 2017 IAPD/IPRA Annual Legislative Conference in Springfield from May 1 – 3. The following were the Commissioners in attendance and their expenses during this three-day conference:

DISCUSSION: *Commissioner Smith asked why all the amounts were different. Commissioner Auger explained that some rode together, Commissioner Hoscheit stated that he did not stay for the entire conference. President Kenyon said that he purchased some materials and books.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE COMMISSION 6/13/2017 9:00 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Mark Davoust, President Pro Tem
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

VIII. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel *None.*

IX. Communications

The Conservation Foundation is hosting their Spring Membership Luncheon on Thursday, June 15 at the Arrowhead Golf Club in Wheaton. Anyone interested in attending needs to RSVP to Ellen by June 2nd. Also, Relay For Life will be held on June 9th at the Northwestern Medicine Field, from 6pm to midnight. All are welcome and this would benefit cancer research and patients.

X. President's Comments

President Kenyon said he received a call from Commissioner Wojnicki that she would not be able to attend this meeting as her daughter-in-law was graduating from medical school. He offered his congratulations to her. Commissioner Smith mentioned that Phil Elfstrom passed away at the age of 89 this past weekend. He was instrumental in the formation of the trails in Kane County and more will be said at the Full Commission meeting in June.

XI. Reports

A. Bond Investment Analysis Report April 2017, Revenue and Expense Report through April 2017, and Cash & Investment Report Period Ending April 30, 2017

RESULT:	PLACED ON FILE BY VOICE VOTE [UNANIMOUS]
MOVER:	Deborah Allan, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

XII. Adjournment

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Thomas Smith, Commissioner
SECONDER:	John Hoscheit, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, John Hoscheit, Michael Kenyon, Thomas Smith
ABSENT:	Drew Frasz, Rebecca Gillam, Philip Lewis, Barbara Wojnicki

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

Adjournment until: Friday, July 7, 2017 at 8:30 am
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

Respectfully Submitted,

Ellen J. Maglio

Recording Secretary