



FOREST PRESERVE DISTRICT OF KANE COUNTY

PLANNING AND UTILIZATION COMMITTEE MINUTES

I. Call to Order

The Planning and Utilization Committee meeting was held Thursday February 25, 2016 at 9:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chairman Rebecca Gillam at 9:30 AM.

Members Present:

Attendee Name	Title	Status	Arrived
Michael Kenyon	President	Present	
Rebecca Gillam	Chairman	Present	
Deborah Allan	Commissioner	Present	
Margaret Auger	Commissioner	Present	
Theresa Barreiro	Commissioner	Present	
Brian Dahl	Commissioner	Present	
Drew Frasz	Commissioner	Present	
Joseph Haimann	Commissioner	Present	
Kurt R. Kojzarek	Commissioner	Absent	
Philip Lewis	Commissioner	Present	
Thomas Smith	Commissioner	Present	
Barbara Wojnicki	Commissioner	Absent	

Others Present:

Monica Meyers, Executive Director, Ken J. Stanish, Director of Finance, Jerry Culp, Director of Planning and Development, Laurie Metanchuk, Director of Community Affairs, Tracey Smith, Director of Human Resources, Mike Gillofio, Director of Public Safety, Jerry Hodge, Attorney, Robb Cleave, Volunteer Coordinator, Bill Graser, Wildlife Biologist, Jason Johnson, Sr. Restoration Technician, Brittany Kovach, Communications Specialist, Anna Marano, Buyer, Dave Petschke, Accounting Manager, Michele Springer, Planner, Betsy Scaletta, HR Specialist, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from January 22, 2016

RESULT:	APPROVED AS READ - PLACE WRITTEN REPORTS ON FILE [UNANIMOUS]
MOVER:	Deborah Allan, Commissioner
SECONDER:	Joseph Haimann, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Philip Lewis, Thomas Smith
ABSENT:	Kurt R. Kojzarek, Barbara Wojnicki

III. Public Comment (Each speaker is limited to three (3) minutes) *None.*

IV. Bids and Proposals

A. Presentation and Approval of a Bid for Demolition of Structures at the Freeman Kame Forest Preserve

The District advertised and prepared bid packets for 28 contractors with 8 contractors responding. Coppenhaver Construction Company Inc. was the qualified lowest bid for all three options. Option A, which is to recycle on site, came in at \$56,400, Option B, was to haul away off site was \$56,334 and Option C, to bury the material on site came in at \$48,134.

To be environmentally responsible, and to possibly correct something now that would save additional time in the future, staff feels it would be beneficial to move forward with Option B, to haul away all of the material. The price would exceed the budgeted amount by \$2,814. The additional funds would be taken from another project with savings surplus funds.

DISCUSSION: *Chairman Gillam stated that in past discussions, the consensus was that the long term best practice was removal of the material rather than burying it.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 3/4/2016 8:30 AM
MOVER:	Brian Dahl, Commissioner
SECONDER:	Joseph Haimann, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Philip Lewis, Thomas Smith
ABSENT:	Kurt R. Kojzarek, Barbara Wojnicki

B. Presentation and Approval of a Bid for Repaving the Drive at the Johnson's Mound Forest Preserve

The road at the Johnson's Mound Forest Preserve is approximately 20 years old. Over the last three years, the woodland loop asphalt road has started to degrade and staff has spent numerous man-hours cold patching the road to keep it safe and passible. The original road was built with insufficient road base, so the asphalt surface is breaking down and is in need of repaving. The roadway is heavily used in the spring, summer, and fall so the public can drive through the woodland, and is a popular drive for patrons to enjoy the spring wildflower bloom. This road also serves as access to Shelter three (3) and emergency access for the sled hill in the winter months. The roadway is closed in the winter season due to sled hill use and the steep inclines of various areas of the roadway.

As part of this project an option (A) was added to the bid packet, and as a result the parking lot for shelter number three (3) will also be excavated, reconfigured and resurfaced. The resurfacing of the parking lot will meet all the current American Disabilities Act (ADA) requirements and specifications.

DISCUSSION: *Commissioner Alan asked if the concrete could or would be ground up for re-use. Executive Director Meyers responded that the asphalt grindings for this project would be reused as part of the base. Chairman Gillam stated that she had been on this drive and it is in very poor shape to drive on. Commissioner Frasz added that Johnson's Mound is our third oldest preserve in the county.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 3/4/2016 8:30 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Philip Lewis, Thomas Smith
ABSENT:	Kurt R. Kojzarek, Barbara Wojnicki

C. Presentation and Approval of a Change Order for the University of Illinois Shrubland Bird Study

The study was originally approved by the Commission in 2012 with a two-year project timeframe and total cost of \$30,912. The primary goal of the project was to study the response of shrubland and woodland bird communities to land management practices and understand the level of nest success in these areas.

After the completion of the original project in 2014, the researchers sought permission to conduct a study of the factors that influence nest success of shrubland birds in Kane County. The District agreed to allow the researchers to have continued access to District lands. Additionally, the Director of Natural Resources approved providing the researchers with an additional \$1,980 to cover lab expenses and supplies for the research. Due to the fact that this exceeded the original amount approved, staff is requesting a change order for the project totaling \$1,980.

The study results will be presented at the upcoming March 8th Commission meeting.

DISCUSSION: *None.*


RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 3/4/2016 8:30 AM
MOVER:	Philip Lewis, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Philip Lewis, Thomas Smith
ABSENT:	Kurt R. Kojzarek, Barbara Wojnicki

V. New or Unfinished Business *None.*

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

VII. Communications

2016 Spring Burn List

Listed here are sites targeted for the upcoming burn season. Burns are typically scheduled at sites where seeding or intensive invasive control is planned.  Symbol indicates part of the site is an Illinois State Nature Preserve.

Grassland/Wetlands -- in order of priority

-  LeRoy Oakes - B5, B6, B7 (25, 11, 12ac)
-  Dick Young - B7 & B8 (139 & 164 ac)
-  Burlington Prairie - B2 (105 ac)
-  Almon Underwood B1 (16 ac)
-  Johnson's Mound - B3 (105 ac)
- Muirhead Springs - B2 (64 ac)
- Fitchie Creek Woods - B1 (61 ac)
- Great Western Trail-Brown Rd & Campton Trails B1 (5 ac)
- Hannaford Woods - B2 (86 ac)
- Mill Creek - Wenmoth B1 (68 ac)

Woodlands -- in order of priority

-  Helm Woods - B1, B3 (55, 27 ac)
- Burnidge - B1b, B6, B9 (68, 29, 37 ac)
- Hannaford Woods - B1 (49 ac)
- Blackberry Maples - B3 & B4 (79 & 37 ac)
- Fitchie Creek Woods- B3 (93 ac)
- Hampshire - B2 (50 ac)
- LeRoy Oakes - B2 (46 ac)

DISCUSSION: Commissioner Martin inquired as to the response from citizens whether it was positive or negative towards the burns. Executive Director Meyers explained that there were inquiries, but most seem to be curiosity about the smoke. Sr. Restoration Technician Johnson explained that in the last five years the majority of the attitude is accepting because there is more education about the process.

RESULT: PLACED ON FILE

Volunteer Program Update

Volunteer Coordinator Cleave presented the list of Volunteer Events as well as the videos that are listed on our website.

https://youtu.be/hdZZysr6BW0?list=PLzZ5U3f-FxWBaUCM2xjvW0yfEyA37Ba_D

2016 Spring Volunteer Special Events / Orientations

- March 3rd New Volunteer Orientation @ Administration Offices from 7 p.m. to 8:30 p.m.
- March 12th & 13th Maple Sugaring Event @ Creek Bend Nature Center from 12:30 p.m. to 4 p.m.
- March 30th Volunteer Appreciation Dinner @ Riverside Receptions from 6 p.m. to 9 p.m.
- April 2nd Clean Up @ Voyagers Landing F.P. from 9 a.m. to 11 a.m.
- April 9th Clean Up @ Tyler Creek F.P. from 9 a.m. to 11 a.m.
- April 16th Waubensee Community College Clean Up - TBD
- April 20th New Volunteer Orientation @ Administration Offices from 7 p.m. to 8:30 p.m.
- April 23rd Attending Volunteer-a-Palooza in Elgin from 11 a.m. to 2 p.m.
- April 23rd Fitchie Creek Earth Day Tree Planting from 10 a.m. to 1 p.m.
- May 1st Plants of Concern GPS Training @ Creek Bend

DISCUSSION: *President Kenyon would like this presentation repeated for Full Commission on March 8, 2016*

RESULT: PLACED ON FILE

VIII. Chairman's Comments - Announcements and Upcoming Events

Chairman Gillam thanked Coordinator Cleave. Commissioner Dahl suggested that a cooperative effort be made with the United Way of Fox Valley.

Commissioner Barreiro stated her concerns about the damage and safety at the Oakhurst Forest Preserve. There is evidence of trucks going around a large boulder that was placed there as a deterrent to entering the preserve at that location. She indicated that she would like to have further discussion about the situation. Executive Director Meyers stated that this would be arranged after the meeting.

IX. Adjournment

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Joseph Haimann, Commissioner

SECONDER: Thomas Smith, Commissioner

AYES: Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Philip Lewis, Thomas Smith

ABSENT: Kurt R. Kojzarek, Barbara Wojnicki

Rebecca Gillam, Chairman
Planning and Utilization Committee
Forest Preserve District of Kane County

Adjournment until: Thursday, March 24, 2016 9:30 a.m.

**Forest Preserve Administration Offices Board Room
1996 S. Kirk Road, Suite 320 Geneva, IL**

Respectfully Submitted,

Ellen J. Maglio

Recording Secretary