

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

June 20, 2018

PURSUANT to written notice given all members of the Board, the above meeting was called to order at 5:30 p.m. by President Murphy, with the Pledge of Allegiance.

Board members present: President Murphy, 1st Vice-President Jensen, Secretary Elliott, and Treasurer Johnson.

Board members absent: 2nd Vice-President White

Trustee Jensen MOVED to approve the Minutes of the May 16, 2018, Regular Public Meeting as presented. Trustee Elliott SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Johnson MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$142,321.70 and additions to disbursements in the amount of \$29,864.02. Trustee Jensen SECONDED the Motion. Roll call vote was as follows: Trustee Johnson, "AYE"; Trustee Jensen, "AYE"; Trustee Murphy, "AYE"; and Trustee Elliott, "AYE". Motion carried.

COMMENTS FROM AUDIENCE: No comments.

PRIOR BUSINESS:

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. There was no discussion.

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

2. Insurance Renewal:

Paul Marien reported that the District had received the annual general liability insurance renewal and that it had decreased approximately 9.0% from last year's premium. Because the District has qualified for the Exemplary Member Program, this year's rate will be guaranteed for three years beginning with 2018. Staff recommends payment of the new annual premium of \$65,884.00.

Trustee Jensen MOVED to approve payment of \$65,884.00 premium with Illinois Parks Association Risk Services. Trustee Elliott SECONDED the motion. Roll call vote was as follows: Trustee Johnson, "AYE"; Trustee Jensen, "AYE"; Trustee Murphy, "AYE"; and Trustee Elliott, "AYE". Motion carried.

3. Master Plan Update:

Paul Marien brought the Board up to date on the Master Plan progress. Three week results from the online survey were included in the Board's packet. As of June 15th, the survey expired and Paul will send the 4th week results to the Board. Hitchcock Design Group toured the District's facilities taking an inventory with the operations staff. Staffing and aerial maps have been updated and sent to their group. Their environmental scientist toured areas with Ethan Snively, Natural Resource Supervisor. Workshops were completed for employees, stake holders, and the general public. Paul was pleased with the results from the employee workshop as employees agreed on the top three areas of restoration, expanding recreation and increasing revenue which falls in line with the District's mission. The Community workshop was not well attended but those who did attend seemed to agree with the District's mission. The Hitchcock Group will be benchmarking the District against other similar agencies and reporting back. The online survey generated 235 total responses, topping the list of respondents were the older age bracket with no children. Paul and Katherine Unruh noticed a reoccurring theme – "*too busy*" to attend events. Katherine, Marketing Specialist, will work on a scheme to use the Master Plan to work around this scenario. Paul did emphasize that the District tries to provide various programs including Saturdays and Sundays as well as staying open late on Thursday evenings. The next step will be a final inventory and summary of all the meetings. Hitchcock has scheduled an online meeting for next Monday (June 25th). A Board workshop will be held at 4:00 p.m. before the regular scheduled meeting on July 18th. The consultant should have more information to share with the Board at that time. The workshop will be deemed as a public meeting and posted. The next phase will be to put everything together in a draft form.

4. Road Repair Bid Award:

Invitation for oil and chip based road resurfacing at Friends Creek Campground were published in the local newspaper. One contractor submitted a bid – Dunn Company. Dunn Company has completed numerous projects for the District and staff have been pleased with the results. The road resurfacing should be completed the last two weeks of July including campground pads. The campground will be shut down for two weeks with the exception of the weekends. The recommendation is to award the bid to Dunn Company for \$31,030.00 as this falls within the budgeted amount.

Trustee Jensen MOVED to award the oil and chip project for Friends Creek Campground to Dunn Company in the amount of \$31,030.00. Trustee Johnson SECONDED the motion. Roll call vote was as follows: Trustee Johnson, "AYE"; Trustee Jensen, "AYE"; Trustee Murphy, "AYE"; and Trustee Elliott, "AYE". Motion carried.

5. Commerce Bank:

Paul Marien and Pam Smith met with representatives from Commerce Bank to discuss banking options. The Bank does offer attractive rates as compared to what the District has been earning on their certificate of deposits. The last report indicated that the rates for a twelve-month certificate were up to 2.3%. Staff recommends adding Commerce Bank to the District's list of Depositories. Trustee Elliott mentioned that her parents had banked with Commerce as long as she could remember. They are a well-established bank. Commerce is trying to move in the direction of providing services to municipalities, particularly in central Illinois.

Trustee Jensen MOVED to approve updating the depository list to include Commerce Bank. Trustee Elliott SECONDED the motion. All members of the Board present voted, "AYE". Motion carried.

6. Architect Contract

Paul Marien reported that the greenhouse on the south side of the Oglesby Mansion was in great need of repair or removal. Paul, Shane Ravellette and the Oglesby Board President, Ron Evans, met to review options. Currently the greenhouse is being used for storage. The Greenhouse was added in the 1940's. It was decided to restore the south side to its original intended use for interpretation purposes, removing the greenhouse. Staff will be looking at other options for storage. Paul asked Dave Leonatti with Mellotte, Morse, Leonatti, Parker, Ltd., to submit a scope of services to design and construction administration for the restoration work on the south side of the Mansion. Staff have been pleased with their services.

Trustee Elliott MOVED to approve hiring Mellotte, Morse, Leonatti, Parker, Ltd (MMLP) for their services to perform the restoration work for the south entry of the Mansion for a fee not to exceed \$5,470.00. Trustee Jensen SECONDED the motion. All members of the Board present voted, "AYE". Motion carried.

7. Staff Reports

Shane Ravellette said that there was nothing really exciting to report for Operations but was rather routine maintenance for the month. At Rock Springs, staff worked on sprucing up turf areas. The large pavilion at Griswold was painted. The campground opened at Friends Creek with a great opening. A memorial bench was installed at Sand Creek Conservation Area. With the hiring of Cody Langan as Naturalist Resource Technician, Operations is finally fully staffed, at least for a short time. Steve Drew will be retiring in a month and has requested to stay in the District house for an extended month while he prepares to move.

Richie Wolf reported that staff are into week 3 of summer camp with a high attendance of 23 for Earth Adventures week long camp. There were 19 in Adventure Camp, making a total of 42 campers for that day. Mini-camp attendance has been good and X-treme camp was canoeing today. The new exhibit on "water" opened in the north wing. The canoes were purchased with the \$10,000 donation from the Power Squadron which will be used for Camp Connections, X-treme camp and public programs. The Summer Concert series began and was off to a good start. On July 8th a group from Nashville, Tennessee will be performing.

Pam Smith reported that May was more of a housekeeping month completing all the necessary paperwork for returning seasonal employees. Signature cards were updated and the District moved from a money market earning .10% to one that would earn .22% while the Foundation changed from a money market account to a savings account in order to avoid a monthly service charge of \$25.00. As previously discussed, a meeting was held with Commerce Bank to discuss investment options earning a higher interest rate.

Paul Marien announced that Karen Schneller had been appointed as the new Trustee to the Board and he has scheduled an orientation meeting with her. Prairie Pedal sponsorships had increased with a total of \$13,000 in cash sponsorships and \$3,600 in kind sponsorships. The Foundation Directors are busy making contacts.

- 8. Other:**
No other business.

COMMENTS FROM TRUSTEES:

Trustee Elliott thanked Lucy Murphy for her contribution of serving on the District Board for five years. All Trustees present agreed that she will be missed. Paul Marien extended an invitation to Lucy to participate in the master plan Board workshop on July 18th. Lucy commented on the nice plaque that she received at the Volunteer Recognition Dinner.

EXECUTIVE SESSION:

Trustee Jensen MOVED to go into Executive Session at 6:10 p.m. for the purpose of

- 1. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity pursuant to 5 ILCS 120/2(c)(1).**

Trustee Johnson SECONDED the Motion. Roll call vote was as follows: Trustee Johnson, "AYE"; Trustee Jensen, "AYE"; Trustee Murphy, "AYE"; and Trustee Elliott, "AYE". Motion carried.

Trustee Jensen MOVED to return to the Regular Public Meeting at 6:50 p.m. Trustee Elliott SECONDED the Motion. Roll call vote was as follows: Trustee Johnson, "AYE"; Trustee Jensen, "AYE"; Trustee Murphy, "AYE"; and Trustee Elliott, "AYE". Motion carried.

Trustee Johnson MOVED to approve the Executive Session Minutes of June 20, 2018. Trustee Jensen 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 6:53 p.m.

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

Norman H. Jensen
President

ATTEST:

Kim K. [Signature]
Secretary