

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES
OF THE MACON COUNTY CONSERVATION DISTRICT
July 15, 2020**

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

Board members present: President Schnelller, and 1st Vice President Bendsen, and Secretary Dave Castor

Board Members absent: Treasurer Johnson

Trustee Bendsen MOVED to approve the Minutes of the June 17, 2020, Regular Public Meeting as presented. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Schnelller, "AYE"; and Trustee Castor, "AYE". Motion carried.

Trustee Bendsen MOVED to approve the Treasurer's Report and disbursements in the amount of \$107,292.32 and additions to disbursements in the amount of \$18,177.02 as presented. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Castor, "AYE"; Trustee Bendsen, "AYE"; and Trustee Schnelller, "AYE". Motion carried.

COMMENTS FROM AUDIENCE:

Kevin Greenfield, Macon County Board Chairman, spoke briefly about the tax levy distribution and the Grove Branch Shooting Range. He announced that the 1st tax levy distribution would be mailed shortly but would only be half the normal amount. The remaining half would be mailed out at a later date. Kevin briefly talked about the proposed work Howard Buffett would like to see happen at the shooting range such as upgrading the lane, drainage work, concrete pad, removing a few trees, etc., at no expense to the District. He assured the Board that Howard Buffett was well informed of any regulations that needed to be followed and encouraged the Board that this would be a good project.

OLD BUSINESS:

1. Grove Branch Proposal

Richie Wolf explained to the Board that this land was purchased back in the 70's and the District partnered with the Sheriff's department to create a shooting range. The most current lease with the Department is dated 2004. Before anything can be agreed upon, the lease needs to be updated by the State's Attorney, the Certificate of Insurance needs to be updated and a more formal proposal is needed to present to the Board for approval. Shane Ravellette, Operations Manager, voiced concern that District staff should be involved with the improvements and all Board members were in agreement. Once all the paperwork is received, this will be back on the agenda again.

NEW BUSINESS:

1. Election of Officers:

Richie Wolf recommended the following slate of officers but told Trustees it was ultimately their decision.

Trustee Schneller -	President
Trustee Bendsen –	1 st Vice President
Trustee Johnson -	Treasurer
Trustee Castor -	Secretary
New Trustee -	2 nd Vice President

Trustee Bendsen confirmed that she had spoken to Trustee Johnson and he was in agreement with serving as Treasurer. All Trustees present were in agreement with the suggested slate.

Trustee Bendsen MOVED to approve the slate of officers for July 1, 2020 through June 30, 2021 as presented above. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, “AYE”; Trustee Castor, “AYE”; and Trustee Bendsen, “AYE”. Motion carried.

2. Appoint Foundation Liaison:

Richie Wolf explained that the Macon County Conservation Foundation Board meets every other month on the third Thursday at 7:30 a.m. Traditionally, the newest District Board member serves as the liaison between the District and Foundation Board. Trustee Bendsen is the current liaison. Trustee Schneller spoke how highly beneficial it was to her when she served as the liaison. Trustee Castor agreed to be the liaison beginning with the August 20, 2020 Board meeting.

Trustee Bendsen MOVED to approve Trustee Castor as the new liaison to the Macon County Foundation Board. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, “AYE”; Trustee Schneller, “AYE”; and Trustee Castor, “AYE”. Motion carried.

3. Appoint IACD Liaison:

Richie Wolf explained that “IACD” stands for Illinois Association of Conservation Districts which currently consists of five conservation districts and has expanded to include forest preserves and park districts. The largest event for the IACD is the annual conference which has been suspended for 2021 due to the COVID pandemic. Currently Trustee Schneller is serving as the liaison but the Board decided to table the decision to select a new liaison until more of the Trustees were present to make a decision.

4. Revised Holiday Calendar:

Per the Governor, Election Day has now become a legal holiday in the state of Illinois and the Conservation District is required to add Election Day, Tuesday, November 3, 2020 to its calendar of holidays. This will be a holiday closing the administrative offices but the Nature Center building will remain open.

Trustee Castor MOVED to approve adding Election Day, Tuesday, November 3, 2020, to the Conservation District's Holiday Schedule. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, "AYE"; Trustee Castor, "AYE"; and Trustee Bendsen, "AYE". Motion carried.

5. IMRF Resolution to Allow Service Credit for Military Service:

Pam Smith, Finance & Human Resource Manager, explained that IMRF provides the opportunity of purchasing prior credit service including Military Service. In order for an employee to purchase their Military Service for credit hours towards retirement, the Board must pass a resolution. There is a cost associated with the purchase both from the employee and the employer. The employer's cost would not be a lump sum dollar amount but an increase in the employer's rate. Pam explained to the Board that IMRF was unable to give an estimated cost until the Board passed the resolution. IMRF did offer some excel files to use in estimating the cost to the employer based on the information given by the employee. Using the files, Pam estimated that the increase would be less than .05% to the District's rate but did explain once the resolution is adopted that all employees with Military service became eligible to apply for the credit and the cost will vary per employee. She explained that most employers do not address the military service credit until approached by an employee. This is the first time that she was aware of that the District had been approached. Some discussion followed concerning the cost of adding the benefit but all Trustees present came to an agreement to approve the resolution.

Trustee Castor MOVED to approve the IMRF Resolution to Allow Service Credit for Military Service as presented. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Schneller, "AYE"; and Trustee Castor, "AYE". Motion carried.

6. Update Signatory Resolution

Richie Wolf and Pam Smith explained to the Board that with the resignation of Dave White, he needed to be removed from all signature cards and a new resolution passed naming the current signatories as noted below. It was also clarified that traditionally the newest Trustee serving as 2nd Vice President is not included on the signatories resolution the first year of service.

**SIGNATORIES RESOLUTION
July 15, 2020– April 21, 2021**

BE IT RESOLVED by the Board of Trustees of the Macon County Conservation District that Doug Johnson, Treasurer; Karen Schneller, President, Nina Bendsen, 1st Vice-President, and Richie Wolf, Executive Director, be authorized to endorse all checks and depositories for the Macon County Conservation District for all the District funds at all applicable banks, effective July 15, 2020.

Trustee Bendsen MOVED to approve the updated Signatories Resolution removing Trustee White. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Castor, "AYE"; Trustee Bendsen, "AYE"; and Trustee Schneller, "AYE". Motion carried.

7. Liability Insurance Renewal:

Richie Wolf explained that the cost of the liability insurance renewal was \$66,239.00, a slight increase over last year due to an expense that occurred but is happy with the service they provide and recommends renewing the insurance.

Trustee Bendsen MOVED to approve the Liability Insurance Renewal for a \$66,239.00 premium. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, "AYE"; Trustee Castor, "AYE"; Trustee Bendsen, "AYE". Motion carried.

8. Staff Reports:

Richie Wolf reported that he has been involved with the "America in Bloom" contest via zoom meetings as well as interviewed by three radio stations. He encouraged the Board to listen to the video by NowDecatur held at Rock Springs Nature Center for "Hot 25" and posted on the District's Facebook page. He reported that the Lake Erie fishing trip in June provided some revenue for the District and shared a picture of the Lake Erie fishing trip in the Board packet. He asked the Board to watch for the next Prairie Islander being mailed the first week of August which will be expanded to include four months.

Pam Smith reported that revenue for the month of June included \$27,510.50 from the Illinois Department of Natural Resources as partial payment on the bike trail grant, \$2,106.54 premium credit for health insurance and \$358.66 on the dental premium for COVID relief. The Certificate of Deposit with Scott State Bank was renewed at .60% for twelve months and another certificate with Busey Bank would be maturing on July 12th. The interest rate is unknown at this time, but Pam explained that none of the interest rates are very good at this time. She gave an update on the Prairie Pedal sponsorships with \$12,100.00 given to date, ahead of the same time last year. She announced that the auditors were still on track to present the Audit to the Board at the August meeting.

Alysia Callison reported that most of June was spent with Program Services staff playing catchup after being off. Staff spent considerable time updating the animal enclosures in the Nature Center. All programs had been canceled due to the pandemic. Programs are being planned and published in the upcoming Prairie Islander being optimistic that they can resume with programs. A new custodian was hired, Ashton Nunn.

Shane Ravellette reported that his operations staff were extremely busy catching up after being off 2 ½ months. At Sand Creek, white pine logs felled were hand scraped and made ready for the primitive structure to be placed in the pine forest. Staff were successfully able to remove an old cast iron feeding trough that was buried on the newly acquired property at Fort Daniel, making Ms. Seay extremely happy. The old maintenance shop at Rock Springs was stripped and re-sided to match the new shop. Finally, he was able to fill two vacant positions making his staff complete again.

9. **Other:**
No other business.

COMMENTS FROM TRUSTEES:
No further comments from the Trustees.

EXECUTIVE SESSION:
Trustee Bendsen MOVED to go into Executive Session at 6:00 p.m. for the purpose of

- 1). **The selection of a person to fill a public office, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2 (c) (3)**
- 2). **Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2 (c) (11)**

Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Schneller, "AYE"; Trustee Castor, "AYE". Motion carried.

Trustee Bendsen MOVED to return to the Regular Public Meeting at 6:51 p.m. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Castor, "AYE"; Bendsen, "AYE"; Trustee Schneller, "AYE". Motion carried.

Trustee Castor MOVED to approve the Executive Session Minutes of July 15, 2020. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, "AYE"; Trustee Castor, "AYE"; Bendsen, "AYE". Motion carried.

ADJOURNMENT:

There being no further business, Trustee Bendsen MOVED to adjourn the Regular Public Meeting at 6:53 p.m. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, "AYE"; Trustee Castor, "AYE"; Bendsen, "AYE". Motion carried.



President

ATTEST:



Secretary