

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES
OF THE MACON COUNTY CONSERVATION DISTRICT
November 20, 2019**

PURSUANT to written notice given all members of the Board, the above meeting was called to order at 5:30 p.m. by 1st Vice-President White with the Pledge of Allegiance.

Board members present: 1st Vice-President White, Secretary Johnson, Treasurer Schneller, and 2nd Vice-President Bendsen

Board members absent: President Parish

Richie Wolf presented two minor corrections to the minutes: On page 3 the minutes should have read "attendance increased from 184 to 223" and the "hiring of four forty-hour week counselors".

Trustee Schneller MOVED to approve the Minutes of the October 16, 2019 Public Meeting with corrections, and the November 13, 2019 Special Meeting. Trustee White SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Schneller, "AYE"; Trustee White, "AYE"; and Trustee Johnson, "AYE". Motion carried.

Trustee Bendsen MOVED to approve the Treasurer's Report and disbursements in the amount of \$141,704.86, and additions to disbursements in the amount of \$23,591.08 as presented. Trustee Johnson SECONDED the Motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Johnson, "AYE"; Trustee Bendsen, "AYE"; Trustee Schneller, "AYE" Motion carried.

COMMENTS FROM AUDIENCE: No comments

PRIOR BUSINESS: No prior business.

NEW BUSINESS:

1. Adopt Tax Levy:

Pam Smith briefly explained that the Tax Levy Ordinance that was included in the Board packet and the reasoning behind the figures presented. The District is requesting the full amount allowed for the Corporate Fund account and all the other special revenue fund accounts were adjusted to ensure that the Fund Balances do not come up short or overly funded based upon the estimated payments to be made for FY2021. The Tax Levy Ordinance must be approved by the Board and filed with the County Clerk.

Trustee Schneller MOVED to adopt the Tax Levy Ordinance as presented. Trustee Johnson SECONDED the motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Bendsen, "AYE"; Trustee Schneller, "AYE"; and Trustee Johnson, "AYE". Motion carried.

2. Approve Health Insurance Renewal:

The District’s health insurance is due for renewal January 1, 2020 and the premium renewal increase with United Healthcare is less than 1% higher than the current year. Staff felt with such a small increase and having no problems with the current plan, it would be best to renew the insurance plan with United Healthcare. The District is still in a “grandfathered” status meaning that the District is not fully ACA compliant. This is a year by year status and could change for the next benefit year. Richie emphasized that if a significant increase does incur in the future other plans will be researched.

Trustee White MOVED to approve the renewal of the Employee Health Insurance plan with United Healthcare for benefit year January 1, 2020 – December 31, 2020 as presented. Trustee Schneller SECONDED the motion. Roll call vote was as follows: Trustee Johnson, “AYE”; Trustee Bendsen, “AYE”; Trustee Schneller, “AYE”; and Trustee White, “AYE”. Motion carried.

3. Approve Holiday Schedule:

Richie Wolf reminded the Trustees that every year the Board approves the Holiday schedule for the coming here. The schedule below was presented to the Board:

WEDNESDAY	NEW YEAR’S DAY	JANUARY 1
MONDAY	MLK JR. DAY	JANUARY 20
MONDAY	PRESIDENT’S DAY	FEBRUARY 17
FRIDAY	GOOD FRIDAY	APRIL 10
MONDAY	MEMORIAL DAY	MAY 25
FRIDAY	INDEPENDENCE DAY	JULY 3
	<i>(Since July 4th falls on a Saturday, Holiday is observed on Friday before the Holiday)</i>	
MONDAY	LABOR DAY	SEPTEMBER 7
WEDNESDAY	VETERANS DAY	NOVEMBER 11
THURSDAY	THANKSGIVING DAY	NOVEMBER 26
FRIDAY	THANKSGIVING	NOVEMBER 27
THURSDAY	CHRISTMAS EVE	DECEMBER 24
FRIDAY	CHRISTMAS DAY	DECEMBER 25
FRIDAY	NEW YEARS DAY	JANUARY 1, 2021

Staff recommends approving the schedule as presented. There were no questions or concerns from the Trustees.

Trustee Schneller MOVED to approve the Calendar Year 2020 Holiday Schedule for District Employees as presented. Trustee Bendsen SECONDED the motion. Roll call vote was as follows: Trustee Bendsen, “AYE”; Trustee Schneller, “AYE”; Trustee White, “AYE”; and Trustee Johnson, “AYE”. Motion carried.

4. Wellness Program Approval:

Richie Wolf proposed a new wellness program to the Board designed to encourage staff to live a healthy lifestyle. The plan would reimburse up to \$100.00 per employee (employees that work a minimum of 1000 hours) to enroll in some type of exercise program such as the DISC, YMCA, sports league, etc. Anything that would be considered physical exercise. The plan was included in the Board's packet for review. Richie suggested eliminating the "Employee Assistance Program" that costs the District \$1000.00 a year since it had only been used approximately 4-5 times since offering the benefit. Also funds from the insurance premium rebate program that has been received by the District the past two years could offset the cost, especially since it is required to be used for insured employees. Trustee White suggested that the new plan be given to the attorney for review as well as asking if the District is required to offer an "Employee Assistance Program". He also suggested that the wellness plan be included in the employee handbook. There was some concern expressed by the Trustees what employees were to do if they needed some type of assistance that the currently EAP offers. Richie stated that some research would be done to offer employees assistance such as suicide hotline, drug abuse, etc., and post the information on all the bulletin boards. Richie did state that any abuse of the benefit may result in discontinuation of the program at any time.

Trustee Johnson MOVED to approve the new wellness program for employees as presented by Richie Wolf. Trustee Schneller SECONDED the motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Johnson, "AYE"; Trustee Bendsen, "AYE"; and Trustee Schneller, "AYE". Motion carried.

5. Staff Reports:

Richie Wolf gave an update on the Clean Energy Grant and the purchase of property. The Amended Tentative Budget was approved and will be available to public viewing for 30 days. Closing on the property is scheduled for December 19, 2019, the day after the Amended Budget gets approved. Richie was invited to attend the Regional Planning Commission. He was also asked to sit at the head table at the Annual Community Thanksgiving Luncheon. The Illinois Association of Conservation Districts (IACD) annual conference is scheduled for February 20 – 21, 2020 at Starved rock. He invited any Trustees that had an interest to attend. Richie proposed a "holiday break" for all employees that work a minimum of 1000 hours year round. He recommended giving these employees the days between Christmas and New Year's as paid time off without having to use their PTO. The office would be closed but the Nature Center would remain open staffed with weekend naturalists for the four days. Administrative Staff would cover any days that cannot be staffed. If it snows and some employees have to work, they will be given a comp time. Trustee White stated that his firm also does the same thing but he recommended that Richie share it with the District attorney for review. Trustee Schneller felt that it was a kind and considerate gesture to do for employees. There was a brief discussion as to the cost of offering the holiday break but the general consensus was approval to offer the time off effective this year and each year going forward.

Richie (reporting for the Nature Center Manager) announced that Alysia Callison was hired as the new Nature Center Manager. Three interviews were conducted. The Senior Program Naturalist position was posted, applications received and hopefully by the end of the day on Friday, November 22, 2019 a decision will be made. Staff held a program over a five-day period for 232 students from Mahomet second grade.

Shane Ravellette reported that the Sand Creek footbridge was completed by the contractor. Staff will be working on finishing the approaches as weather permits. The bike trail remains closed but contractor is saying maybe they will be done next Monday. Staff will keep the bike trail closed for ash tree removal before officially opening. The Deer Herd Management program is well underway and a good number of deer have been harvested. Camping Season at Friends Creek has come to an end and closed for the season. Trustee Johnson asked if there were still plans for adding a pond to the Friends Creek Camping area and Shane replied that yes that was the plan and it will have to be included in next year's budget.

Pam Smith reported that October was a month of transition from the leadership of Paul Marien to Richie Wolf. The budget schedule for FY2021 was handed out to employees and budget worksheets distribution to supervisors. Budget worksheets are due to the Department heads by December 9, 2019. Pam praised the revenue that was generated by the Camp Ground and Camp Fees surpassing the amount budgeted. A large Corporate Property Replacement tax of \$44,971.71 was received also surpassing the budgeted amount.

6. Other: No other business.

COMMENTS FROM TRUSTEES:

No comments from the Trustee.

ADJOURNMENT:

There being no further business, Trustee Schneller MOVED to adjourn the Regular Public Meeting at 6:26 p.m. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Johnson, "AYE"; Trustee Bendsen, AYE"; and Trustee Schneller, "AYE". Motion carried.



President

ATTEST:



Secretary