

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES
OF THE MACON COUNTY CONSERVATION DISTRICT
November 18, 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 Schneller.

Board members present: President Schneller, Secretary Dave Castor, and 2nd Vice President Beckhart

Board Members absent: 1st Vice-President Bendsen and Treasurer Johnson

Trustee Beckhart MOVED to approve the Minutes of the October 21, 2020, Regular Public Meeting. Trustee Castor SECONDED the Motion. Roll call vote was as follows: Trustee Schneller, "AYE"; Trustee Beckhart, "AYE"; and Trustee Castor, "AYE". Motion carried.

Trustee Castor MOVED to approve the Treasurer's Report and disbursements in the amount of \$179,894.28 and additions to disbursements in the amount of \$36,251.54 as presented. Trustee Beckhart SECONDED the Motion. Roll call vote was as follows: Trustee Castor, "AYE"; Trustee Beckhart, "AYE"; and Trustee Schneller, "AYE". Motion carried.

COMMENTS FROM AUDIENCE: No audience.

NEW BUSINESS:

1. Tax Levy Ordinance Approval

Director Richie Wolf explained that annually the Board must approve the Tax Levy Ordinance which has to be filed before the second Tuesday of December. Pam Smith briefly explained the process that she estimates the expected expenses for each fund account and ensures that the fund balance is adequate for upcoming expenses without having too much or too little of a balance.

Trustee Beckhart MOVED to approve the Tax Levy Ordinance for Tax Year 2020 as presented. Trustee Castor SECONDED the motion. Roll call vote was as follows: Trustee Beckhart, "AYE"; Trustee Schneller, "AYE"; and Trustee Castor, "AYE". Motion carried.

2. Holiday Schedule:

Each November the Holiday Schedule is presented to the Board for approval for the following calendar year. In the year 2021, Christmas Day and New Year's Day fall on a weekend so the schedule is adjusted accordingly. The schedule was presented as follows:

**HOLIDAY SCHEDULE
2021**

FRIDAY	NEW YEAR'S DAY	JANUARY 1
MONDAY	MLK JR. DAY	JANUARY 18
MONDAY	PRESIDENT'S DAY	FEBRUARY 15
FRIDAY	GOOD FRIDAY	APRIL 2
MONDAY	MEMORIAL DAY	MAY 31
MONDAY	INDEPENDENCE DAY	JULY 4
MONDAY	LABOR DAY	SEPTEMBER 6
THURSDAY	VETERANS DAY	NOVEMBER 11
THURSDAY	THANKSGIVING DAY	NOVEMBER 25
FRIDAY	THANKSGIVING	NOVEMBER 26
THURSDAY	CHRISTMAS EVE	DECEMBER 23
FRIDAY	CHRISTMAS DAY	DECEMBER 24

(Since Christmas Eve falls on Friday and Christmas Day falls on Saturday, they are being observed on Thursday and Friday)

MONDAY	NEW YEARS DAY	JANUARY 3, 2022
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(Since New Year's Day falls on a Saturday, it is being observed on Monday)

There were no comments from the Board.

Trustee Castor MOVED to approve the Holiday Schedule for calendar year 2021 as presented. Trustee Beckhart SECONDED the motion. Roll call vote was as follows: Trustee Beckhart, "AYE"; Trustee Schneller, "AYE"; and Trustee Castor, "AYE". Motion carried.

3. Christy-Foltz Inc. Payout:

Director Richie Wolf explained that there will be one more payment made after this payment pending approval of the project after a final walk-through with Christy Foltz. A \$7,000.00 payment had been previously made. A final payment of \$6,324.00 will be made once staff is satisfied with the work, thus fulfilling the contract total of \$66,324.00. Since this payment is above \$25,000.00, Board approval is required.

Trustee Beckhart MOVED to approve the payout to Christy Foltz, Inc., in the amount of \$53,000.00 for work completed to date on the renovation of the upper level of the Nature Center. Trustee Castor SECONDED the motion. Roll call vote was as follows: Trustee Beckhart, "AYE"; Trustee Schneller, "AYE"; and Trustee Castor, "AYE". Motion carried.

4. Staff Reports

Since Shane Ravellette and Alysia Callison were not in attendance in the Board meeting to keep exposure to COVID at a minimum, Director Wolf asked Board if they had any questions regarding their reports and the response was "no".

Director Richie Wolf reported that the all-staff meeting was held with some of the staff dressing in costumes for Halloween and felt the meeting went very well.

Richie gave a COVID update reporting that he was following the Governor's guidelines in closing the nature center and canceling all programs. Staff are working staggered schedules to limit exposure. Richie announced that the District was awarded the \$400,000.00 grant for the ECO Center renovation. Also, he reported that he was contacted by a private individual who wants to donate \$90,000.00 to the Foundation specifying it go toward the electrical work at the Friends Creek pavilion and the design work of the ECO Center remodel. The donor told Richie they were not interested in having any special recognition for their donation.

Pam Smith reported that she was giving the staff updates on COVID cases and exposure as they happened, providing better communication with the staff. She also reported that she, Alysia Callison and Director Richie Wolf had met with an employee to address some miscommunication. In an effort to provide EAP assistance to all employees, Pam reported that United Healthcare was offering a service to all employees (including part-time staff) through their "Live and Work Well" website offering articles dealing with conflict resolution, personalities, financial and legal matters, etc. In an effort to assist employees during the pandemic, Pam reported that the District has been covering wages for employees isolating due to COVID, outside of Families First Coronavirus Response Act.

5. Other: No other business.

COMMENTS FROM TRUSTEES: No comments.

EXECUTIVE SESSION:

Trustee Castor MOVED to go into Executive Session at 5:46 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. **5 ILCS 120/2 (c) (1)**
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)**
3. The purchase or lease of real property for the use of the public body. **5 ILCS 120/2 (c) (5)**

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

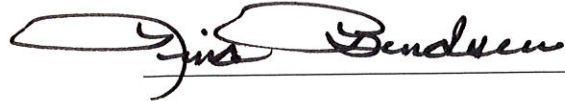
Trustee Beckhart MOVED to return to the Regular Public Meeting at 6:14 p.m. Trustee Castor SECONDED the Motion. Roll call vote was as follows Trustee Schneller, "AYE"; Trustee Beckhart, "AYE"; and Trustee Castor, "AYE". Motion carried.

Trustee Castor MOVED to approve the Executive Session Minutes of November 18, 2020. Trustee Beckhart SECONDED the Motion. Roll call vote was

as follows: Trustee Beckhart, "AYE"; Trustee Castor, "AYE"; and Trustee Schneller, "AYE". Motion carried.

ADJOURNMENT:

There being no further business, Trustee Beckhart MOVED to adjourn the Regular Public Meeting at 6:16 p.m. Trustee Castor SECONDED the Motion. Roll call vote was as follows Trustee Beckhart, "AYE"; Trustee Castor, "AYE"; and Trustee Schneller, "AYE". Motion carried.



Gina Bendure

ATTEST:

David A. Castor
Secretary