

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES  
OF THE MACON COUNTY CONSERVATION DISTRICT  
October 16, 2019**

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

Board members present: President Parish, 1<sup>st</sup> Vice-President White, Secretary Johnson, and 2<sup>nd</sup> Vice-President Bendsen

Board members absent: Treasurer Schneller

Trustee White MOVED to approve the Minutes of the September 18, 2019 Public Meeting, the September 13, 2019 Special Meeting and the September 26, 2019 special meeting as presented. Trustee Johnson SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Parish, "AYE"; Trustee White, "AYE"; and Trustee Johnson, "AYE". Motion carried.

Trustee Johnson MOVED to approve the Treasurer's Report and disbursements in the amount of \$142,760.17, and additions to disbursements in the amount of \$64,814.39 as presented. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee White, "AYE"; Trustee Johnson, "AYE"; and Trustee Bendsen, "AYE". Motion carried.

**COMMENTS FROM AUDIENCE:** No comments

**PRIOR BUSINESS:** No prior business.

**NEW BUSINESS:**

**1. New Director Announcement:**

Trustee Parish briefly explained the Executive Director search. The District hired the Illinois Association of Park Districts (IAPD) to assist with the search. They screened the applications with IAPD on September 13, 2019 and four applicants were interviewed by the Board on September 26, 2019. He explained that all the candidates were good but the Board selected Richie Wolf as the next Executive Director replacing Paul Marien. Richie stated that he felt honored and privileged to be selected to continue leading the District forward.

Trustee White MOVED to officially appoint Richie Wolf as the new Executive Director of the Macon County Conservation District effective October 12, 2019. Trustee Johnson SECONDED the motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Bendsen, "AYE"; Trustee Parish, "AYE"; and Trustee Johnson, "AYE". Motion carried

**2. Approve signatory Resolution for Bank Accounts:**

With the appointment of Richie Wolf as the new Executive Director, new signature cards will be needed for each of the banks removing Paul Marien and adding Richie. Staff recommends that the Board adopt an updated resolution as follows:

*MACON COUNTY CONSERVATION DISTRICT  
SIGNATORIES RESOLUTION*

*October 16, 2019 – April 22, 2020*

*BE IT RESOLVED by the Board of Trustees of the Macon County Conservation District that Darrel Parish, President; Doug Johnson, Secretary; David White, 1<sup>st</sup> Vice-President; Karen Schneller, Treasurer; 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 October 16, 2019.*

Trustee Bendsen MOVED to approve the signatory resolution for October 16, 2019 – April 22, 2020. Trustee White SECONDED the motion. Roll call vote was as follows: Trustee Johnson, “AYE”; Trustee Bendsen, “AYE”; Trustee Parish, “AYE”; and Trustee White, “AYE”. Motion carried

**3. Approve Inquiry Resolution for Finance Manager:**

Pam Smith explained that Hickory Point Bank had requested that the District update the resolution granting her inquiry status on all bank accounts. The last resolution was signed back in 2015. Board approval is needed to adopt the resolution as presented below:

*MACON COUNTY CONSERVATION DISTRICT  
RESOLUTION*

*BE IT RESOLVED by the Board of Trustees of the Macon County Conservation District that Pamela J Smith, Finance/HR Manager, be authorized to conduct official banking business such as the transfer funds, stop payment of checks, redeeming certificates approved by signer, and all general inquiries of accounts on deposit in behalf of Macon County Conservation District for all the District funds at all applicable banks, effective October 16, 2019*

Trustee Bendsen MOVED to approve the inquiry resolution as presented for Pam Smith, Finance/HR Manager, giving her inquiry status of all the Districts Bank accounts. Trustee Johnson SECONDED the motion. Roll call vote was as follows: Trustee Bendsen, “AYE”; Trustee Parish, “AYE”; Trustee White, “AYE”; and Trustee Johnson, “AYE”. Motion carried

**4. Approve Payout for the OSLAD Pond Project:**

Shane Ravellette reported that the contractor is almost done with the project and submitted an invoice for 90% of the total cost but staff recommends paying the entire invoice. Vieback Land Improvement has made excellent progress and does good work. The Board was in agreement to pay him the full amount when the project is completed.

Trustee Johnson MOVED to approve the payout amount of \$40,132.00 to Eric M. Vieback Land Improvement, Inc., for the completion of his work on the OSLAD Grant Pond project as presented. Trustee White SECONDED the motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee White, "AYE"; Trustee Johnson, "AYE"; and Trustee Bendsen, "AYE". Motion carried

**5. Summer Camp Report:**

Richie Wolf reviewed the Summer Camp report and was happy to report that it was a very successful summer. The all day, week-long Earth Adventures Camp attendance increased from 184 to 223 from last year. Adventure Club, which joins the EA Camp for three hours each Tuesday, had an enrollment of 135. Both Extreme camp and Mini-camp were up significantly. Earth Adventures is the most profitable with a profit of \$12,068.00 and an overall profit from all the various camps of \$12,795.30 which is an increase from the past two years. Richie contributes the success of the program to word of mouth promotion and the fact that it is the only true nature-based summer camp in the area. He reported that there will be three changes for next season: 1) increasing the Earth Adventures fee from \$120.00 to \$125.00 and the before and after care from \$10.00 to \$25.00; 2) Changing the location of the Thursday swimming activity from Blue Mound Pool to Lake Shelbyville; and 3) hiring four forty-hour week counselors instead of three and a half. Trustee Bendsen questioned the safety of using Lake Shelbyville verses a pool. Richie assured her that it would be safe and that the ratio of campers per counselor was 5:1 and that there would also be volunteers to assist the counselors in supervising the campers.

**6. Board Tour:**

Richie Wolf reviewed the tour agenda below with the Board. All Trustees present are planning on attending the tour with Trustee Bendsen possibly driving her own car. All agreed that Buffalo Wild Wings will work for lunch.

*Macon County Conservation District  
Annual Board of Trustees Tour  
October 29, 2019*

*8am Meet in Nature Center kitchen for coffee/juice/pastries.  
8:15-11:30am Look at cattail ponds project, visit disabled hunter blind, look at bike path project progress, see Oglesby Mansion sun room/chestnut tree.  
11:45am Lunch in Forsyth.  
12:30 pm Visit FCCA to see observation deck and look at potential pond locations.  
2 pm Return to Nature Center.*

**7. Staff Reports:**

Richie Wolf, Executive Director, reported on the special event held on October 12<sup>th</sup> at Friends Creek Conservation Area. The event was held to show the public the new observation deck installed on the new property acquired at Friends Creek Conservation Area. Trustee Bendsen attended the event and remarked that Richie did a nice job in his presentation. Richie reported that WAND TV news did a six minute segment on the event using a drone for an overhead view of the deck and property.

Some free give-a-ways were given to the participants. Richie reported that the Nature Center Manager position has been posted and applications will be taken until next Friday, October 25<sup>th</sup>. He asked Pam Smith to interview the candidates with him. Richie presented a change to the Deer Herd Management program asking if the Board had any objections to the hunters being allowed to hunt coyotes. The District has prohibited harvesting coyotes in the past but it is allowed through the State except during shotgun season. Overall the Board did not have any objections with the exception of a comment made by Trustee Johnson concerned about coyote “calls” disrupting other hunters. Richie assured the Board that there would be no formal announcement of the change but would be announced at next Wednesday’s deer hunting draw. Some discussion followed concerning the rule that hunters must shoot a doe before a buck but that was tabled until April when the deer herd program would be discussed.

Shane Ravellette reported that the two grant projects were moving along quite quickly. Administration staff made a formal decision to close the bike trail at the bridges during construction beginning tomorrow (October 17, 2019) a.m. It was getting too complicated to open and close it day by day based on what work was being done. Trustee White asked if there was a date when the bike trail would be open and Shane said at this time he doesn’t want to be committed to a date but would expect it to be completed at the end of December or beginning of January. The foot bridge at Sand Creek is almost complete. He reported that the Oglesby Mansion south entrance was started and once the structure is inspected, the interior will be completed. The project will be completed well under budget with the help of the staff. Natural Resources conducted a growing season burn at the Wetland to target Lespedeza and other invasive species.

Richie Wolf also reported for Program Services. Program Services was involved with teacher appreciation night at the Children’s Museum, which the District was able to get one booking from that event for the Griswold Conservation Area. The NASA Exhibit is now up and running in the exhibit hall. There are models furnished from NASA. The exhibit will be on display through January. Field trip season with the schools has kept staff busy with school programs. The Fall Harvest Festival is coming up on October 27<sup>th</sup> from 1:00 – 4:00 p.m., with wagon rides, straw maze, pumpkin roll, live animals, and more. WANDTV will be doing a segment on the festival that morning.

Pam Smith reported the District received their second Tax Levy installment of \$650,808.18. This same time last year the District had received 95% of the total amount levied as compared to 87% this year. The District should still receive one or two small payments. She gave an update on the Illinois Funds interest rate which has been steadily decreasing since initial investment. The interest rate is currently at 1.94%. Pam reported that she spent a majority of the month troubleshooting and resolving an issue with the District’s credit card Vendor, Elavon. They had erroneously closed the retail credit card account but the online system still allowed transactions to flow through the system but with no funds hitting our bank or the customer’s credit card. After several weeks, it appears that the issue has been resolved and everything is back on track.

**8. Other:** No other business.

**COMMENTS FROM TRUSTEES:**

No comments from the Trustees.

**EXECUTIVE SESSION:**

Trustee White MOVED to go into Executive Session at 6:11 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. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Trustee Johnson SECONDED the Motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Johnson, "AYE"; Trustee Bendsen, "AYE"; and Trustee Parish, "AYE". Motion carried.

Trustee Bendsen MOVED to return to the Regular Public Meeting at 6:39 p.m. Trustee Johnson SECONDED the Motion. Roll call vote was as follows: Trustee Bendsen, "AYE"; Trustee Parish, "AYE"; Trustee White, "AYE"; and Trustee Johnson, "AYE". Motion carried.

Trustee White MOVED to approve the Executive Session Minutes of October 16, 2019. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee White, "AYE"; Trustee Johnson, "AYE"; and Trustee Bendsen, "AYE". Motion carried.

**ADJOURNMENT:**

There being no further business, Trustee White MOVED to adjourn the Regular Public Meeting at 6:40 p.m. Trustee Bendsen SECONDED the Motion. Roll call vote was as follows: Trustee White, "AYE"; Trustee Johnson, "AYE"; Trustee Bendsen, "AYE"; and Trustee Parish, "AYE". Motion carried.

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President

ATTEST:

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Secretary