

**Vermilion County Conservation District
Headquarters: Kennekuk County Park
Danville, IL**

**RECORD OF PROCEEDINGS
REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES**

**Wednesday, November 14, 2018
4:30 p.m.
Environmental Education Center
Kennekuk County Park
Danville, IL**

President Myers called the November Regular Meeting of the Vermilion County Conservation District Board of Trustees to order and opened the meeting with the Pledge of Allegiance to the American Flag.

Roll call showed the following to be present.

Trustees Present: Jonathan A. Myers
Randy A. Johnson
Shelley K. McLain
Charles B. Schroeder
Doug R. Staske

Trustee(s) Absent: None

In attendance were Executive Director Pasquale, Associate Director of Administration and Personnel Fox, and Amy Steeples, Recording Secretary.

Staff members present included: Cole Craft, Lara Darling, Nick Jeurissen, Mike Kotcher, Jeff Lete and Charlie Rhoden.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda.

President Myers asked for amendments to the agenda.

Trustee Johnson moved to approve the agenda as presented. This was followed by a second from Trustee Schroeder. All in favor by acclamation, motion carried.

Agenda item number five. Approval of the Minutes from the October 17, 2018, Regular Meeting. With no corrections, *Trustee Johnson moved to approve the October 17, 2018, Regular Meeting Minutes as presented. This was followed by a second from Trustee McLain. All in favor by acclamation, motion carried.*

Item number six. Audience Comments. President Myers stated each person has a maximum of three minutes, total maximum of 30 minutes for audience comments. There were none.

Agenda item number seven, the Treasurer's Report. President Myers asked if there were any questions on items seven a through d.

Trustee Johnson asked why the District had two internet services.

Executive Director Pasquale responded that one was for Kennekuk, one for Forest Glen. For one provider to service both, it would require the District to purchase more equipment and projecting a signal further. The provider for Forest Glen is just a mile or two away; as is the one for Kennekuk.

Trustee McLain asked if the bill from Call One was normal.

Executive Director Pasquale agreed that it was too high and is always this high. Other than cancelling the fax lines; that would be all that can be done.

Trustee McLain inquired about check# 39194 to VCCF.

Associate Director of Administration and Personnel Fox responded that was expensed from memberships.

Trustee McLain asked if the District was taking advantage of the Menard's 11% cash rebates.

Executive Director Pasquale answered, "Yes".

With no other questions or comments, Trustee Schroeder moved to approve the Current List of Bills from October 2018 in the amount of \$20,733.86, which included check #'s 39226 - 39247; the Manual Checks for October 2018 in the amount of \$266,781.05 which included check #'s 39120 – 39134, 39151 – 39157, and 39180 - 39194; the General Journal Entries for October 31, 2018; and the October 2018 Budget Report. This was followed by a second from Trustee Johnson.

President Myers requested a roll call vote. The results as follows:

Trustee Schroeder	-	yes
Trustee Johnson	-	yes
Trustee McLain	-	yes
Trustee Staske	-	yes
President Myers	-	yes

The vote was 5 – 0 in favor, motion carried.

Agenda item number seven e. Executive Director Pasquale reported that the NOW checking account balance is \$213,360; Illinois Funds Investment Pool totaled \$189,850, the Illinois Funds Money Market balance remains at \$5,200. The money market passbook account at First Farmers Bank balance is \$248,750; and Central Illinois Bank has a balance of \$148,500. The HRA has a balance of \$6,400. First Savings Bank NOW account balance is at \$148,100. The 6 mo. CD at Iroquois Federal at 2.05% interest remains at \$250,000. The 12 mo. CD at Central Illinois Bank at 2.25% interest remains at \$100,000. A 6 mo. and a 3 mo. CD were issued for \$100,000 each at First Financial Bank at 2.20% and 2.00- respectively.

The grand total of cash and investments less bond funds is \$1,414,256.10. This compares to \$714,466 in November of 2018.

President Myers asked if there were any questions from the trustees regarding any of the accounts or investments. There were none. In the future this report will be presented by Associate Director of Administration and Personnel Fox.

Agenda item number eight, Specific Items of Business to be Transacted.

Item eight a. Approve employee medical insurance plan. President Myers stated that items eight a. and eight b. may be discussed simultaneously until it becomes necessary for executive session. Currently, VCCD employee medical insurance expense is paid by the VCCD, with 10% of dependent coverage paid by the employee. It is a goal of the administration to phase out dependent coverage expense paid by the VCCD. He gave the Board a brief summary of what had transpired during the Employee Medical Insurance Committee Meetings; stating ideas, facts, and opinions expressed. In addition, a new medical policy must be chosen, and he presented the trustees with those options.

Many, many scenarios were ran, considering salary increases, percentage of dependent coverage employee will be asked to pay and schedule of payment, and health reimbursement account. He asked the trustees their opinions.

Extensive discussion ensued, to no conclusion.

Gordon Thoennes, representative from Dimond Brothers, LLC, was recognized and stated that the insurance renewal deadline is December 1, 2018. He asked if the trustees could approve an insurance policy at this time.

Discussion ensued. Gordon answered questions regarding the policies and coverage. The trustees expressed their views and came to an agreement.

With no other comments or questions, *Trustee Johnson moved to approve Health Alliance POS 4000 Silver plan, the Health Reimbursement Account first \$1000 to be paid per covered person by the employee. This was followed by a second from Trustee Staske.*

President Myers requested a roll call vote. The results as follows:

Trustee Johnson	-	yes
Trustee Staske	-	yes
Trustee McLain	-	yes
Trustee Schroeder	-	yes
President Myers	-	yes

The vote was 5 – 0 in favor, motion carried.

Item eight b. Approve full time employees salaries. President Myers asked for a motion to table item eight b. until the December 2018 meeting.

Trustee Staske moved to table item eight b. Approve full time employees' salaries. This was followed by a second from Trustee McLain. All in favor by acclamation, motion carried.

Item eight c. Approve Ordinance No. 150 annual tax levy. President Myers explained that the levy may also need revised dependent on benefit decisions.

Extensive discussion ensued regarding capital improvements, insurance, and levy allocations and limits to no conclusion.

Trustee McLain moved to table agenda item eight c. approve Ordinance No.150, Annual Tax Levy for 2018 Taxes Payable in 2019 to be approved at the December 5 meeting. This was followed by a second from Trustee Johnson. All in favor by acclamation, motion carried.

Item eight d. Approve VCCD Personnel Policy. Associate Director Pasquale stated this document is still under review; once approved by the trustees it will be taken to the District's attorney for final review.

Item eight e. Discuss/approve farm lease contract extension. Executive Director Pasquale explained that the current farmer asked to extend the lease. However, he would like to manage the ground to improve the condition. Executive Director Pasquale recommends keeping the cash rent at \$150 per acre for this next year due to the fact that he is willing to spend the time and money needed to improve the ground. If a 3-5 year contract is agreed upon, the rent would increase by \$10 per year, and then reevaluate another lease. There is now an annual payment due date of May 1.

President Myers asked if there was a performance measure plan in the contract. With lower cash rent, he would recommend this be included.

Executive Director Pasquale agreed, and will add this to the contract.

Gordon Thoennes was recognized and offered the assistance of VCCF Director, Russ Hiatt in composing a farm lease contract. Executive Director Pasquale thanked him for his offer.

Trustee Schroeder moved to table the approval of the farm lease contract until the December 5 meeting. This was followed by a second from Trustee Johnson. All in favor by acclamation, motion carried.

Item eight f. Approve agreement with VCCF to rebuild the classroom facility at the Gannett Center. Gordon Thoennes, VCCF Chairman was recognized. Gordon reported that at the October 19, 2018, VCC Foundation Meeting, a decision was made regarding the Kennekuk Environmental Education Fund Account. To complete construction and finish this building as it stands, \$224,000 was needed. To procure that money, the Busby-Meyer property was placed as collateral and \$124,000 is still owed on that note. There was approximately \$98,000 in the VCC Foundation Kennekuk Environmental Education Center Fund with the \$15,000 proceeds of the 2018 Sportsman's Banquet. It was decided by the Foundation Board to use the entire balance of the Education Center Fund toward the payment of the note used to finish the education center. This will zero out the Foundation Education Center Fund, using the money for the education center as intended. If new monies are received for the Kennekuk Environmental Education Center, the Foundation will account for them and these funds will be governed by the VCCD Board of Trustees.

Director Pasquale presented the Foundation with a proposal for a capital improvement project for the Gannett Outdoor Education Center classroom facilities at Forest Glen at the October 19th meeting. The back portion of the building has sagging walls, leaking roof, and foundation water problem. He detailed the project as presented, estimating the initial cost to be \$150,000. It has been a long term goal of the District and also of the Foundation to accomplish this upgrade.

Gordon stated that the VCCF Board approved funding for this project up to \$75,000 matching funds with the VCCD. He added that this would be funding as needed, over a period of time as District employees had time to complete the work.

Executive Director Pasquale referenced the Report on Cash and Investments report, Wagner Estate Funds of \$141,104. This has been on the District books for four to five years and specified for education. It could be used for this project.

Gordon added that the Foundation is enthusiastic about this project with the District. If more funds are needed, Executive Director Pasquale was encouraged to approach the Foundation.

Executive Director Pasquale clarified that the \$150,000 is material costs, since VCCD employees will be doing much of the work – in stages.

Nick Jeurissen was recognized and stated that he has made a list of current building repairs and preparations needed to be done before the project can begin. It does take some time to consider plans since it is more difficult to add to an existing structure. He is really happy to see this project before the Boards.

Executive Director Pasquale added that Kennekuk has beautiful facilities; it is now time for Forest Glen to upgrade their facilities.

Discussion ensued.

With all questions answered, *Trustee Johnson moved to approve the expenditure of the Wagner Estate Fund toward the Gannett Center Classroom Project in partnership with the Vermilion County Conservation Foundation commitment of up to \$75,000 match funds toward the Gannett Center Classroom Project. This was followed by a second from Trustee Staske.*

President Myers requested a roll call vote. The results as follows:

Trustee Johnson	-	yes
Trustee Staske	-	yes
Trustee McLain	-	yes
Trustee Schroeder	-	yes
President Myers	-	yes

The vote was 5 – 0 in favor, motion carried.

Agenda item nine a. VCCF Report Gordon Thoennes, VCCF Chairman reported that the \$50,000 pledge from Vermilion HealthCare was received by check for the Kickapoo Rail Trail and deposited. Vermilion County funds held by Champaign County Forest Preserve District Foundation for the trail have been requested to be transferred to the VCCF.

Executive Director Pasquale reported that the \$5,000 Clean Energy Foundation grant parameters for the restroom facilities and parking lot have been completed. The VCCD has been paying the invoices for this project and will be reimbursed.

This concluded the VCCF Report.

Agenda item nine b. VCCD Education, Maintenance and Land Management Report. The trustees were provided with this report in their board packet mailing.

President Myers commented on the Forest Glen Hunting program harvest, compared to the previous year.

Cole Craft reported that total count was seventeen last Sunday which was two above 2017, at this time. But we still have too many deer. If more hunting zones are added, it becomes problematic to bordering landowners.

Executive Director Pasquale stated that Cole implemented two new programs within the Forest Glen hunting program this year. Earn-a-Buck, and a Youth Hunt only week.

Agenda item nine c. Health Insurance Committee. President Myers had nothing new to report.

Agenda item nine d. Kennekuk Environmental Education Center Phase II and III Feasibility Study Committee. Trustee Staske had nothing new to report.

This concluded Representative Reports.

Agenda item ten: Report from the Executive Director. Executive Director Pasquale reported that Aqua Illinois lowered the lake level 24" at Lake Vermilion so that we could repair the concrete at the boat ramp. This lasted one week. There were a lot of complaints from boaters. Aqua Illinois was responsible for sending the notice out. The work was done in-house.

Trustee Schroeder spoke with Dave Cronk who was really impressed with the way the District made the repairs to the boat ramp.

The FS gas pump project replacement may be completed this week.

Cole Craft and he attended the IACD meeting at Byron Forest Preserve.

The Bunker Hill Holiday Open House is scheduled for Sun., December 2, 2 – 8 p.m. Holiday lights will begin to be lit nightly beginning then until December 31.

The next VCCD Board Meeting will be Wednesday, December 5, 2018; 4:30 p.m., Environmental Education Center, Kennekuk County Park. This is earlier due to Christmas.

There were no comments or questions.

This concluded the Report of the Executive Director.

Agenda item ten a. Report from the Director of Administration. Associate Director of Administration and Personnel Fox reported that new part-time employee, Rhonda Orndorff started today.

The new VCCD website is up and running, but not public at this point. Staff has reviewed it and if any trustee would like the address please see her after the meeting.

There were no comments or questions.

This concluded the Report of the Associate Director of Administration.

Agenda item eleven: President's and Trustee's Comments.

President Myers appreciated the discussions and comments made during the Insurance Committee Meeting by the employees. He values all the employees, and encourages the trustees to reach out to the members of the insurance committee for input. Know that his door is always open to employees.

Trustee McLain stated that the Board should support events at the parks, such as Haunted Happenings. She feels that the VCCD staff runs the parks, and the Board exists to help, direct and encourage the employees; getting people out to the parks should be one of the board's objectives. She realizes events are a lot of work, and loved hearing about the Revolutionary War Re-enactment. As a trustee, events are something that they as a board need to encourage putting time to explore and put effort into.

Trustee Johnson commented that employee medical insurance is not an issue to be taken lightly. We are not the only board that is making tough decisions.

Trustee Schroeder had no comment.

Trustee Staske had no comment.

Trustee McLain had no comment.

With no further discussion and all business transacted, *Trustee Schroeder moved to adjourn the meeting at 6:24 p.m. This was followed by a second from Trustee Staske. All in favor by acclamation.*

Shelley McLain
Secretary
VCCD Board of Trustees