

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

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

**Wednesday, July 17, 2019
4:30 p.m.
Cellular One Classroom
Kennekuk Environmental Education Center
Danville, IL**

First Vice President Schroeder called the July 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.

Agenda item number three, Roll Call showed the following to be present.

Trustees Present: Shelley K. McLain
Charles B. Schroeder
Doug R. Staske

Trustee(s) Absent: Randy A. Johnson

In attendance was Executive Director Pasquale and Amy Steeples, Recording Secretary.

Staff members present included: Lara Darling & Gary Tyrl.

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

First Vice President Schroeder asked for amendments to the agenda.

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

Agenda item number five. Approval of the Minutes from the June 19, 2019, Regular Meeting.

With no corrections, Trustee McLain moved to approve the June 19, 2019, Regular Meeting Minutes as presented. This was followed by a second from Trustee Staske. All in favor by acclamation, motion carried.

Agenda item number five a. Approval of Executive Session Minutes of the May 15, 2019 Regular Meeting.

With no corrections, *Trustee McLain moved to approve the May 15, 2019, Executive Session Minutes as presented. This was followed by a second from Trustee Staske. All in favor by acclamation, motion carried.*

Item number six. Audience Comments. First Vice President Schroeder 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. First Vice President Schroeder asked if there were any questions on items seven a through d. This included the bills, checks, journal entries & budget reports for June 2019.

With no questions or discussion, *Trustee McLain moved to approve the Current List of Bills from June 2019 in the amount of \$16,117.72, which included check #'s 40021 – 40041; the Manual Checks for June 2019 in the amount of \$90,381.37 which included check #'s 39856 - 39866, 39892 – 39897, 39922 – 39930, and 39956 – 39962; the General Journal Entries for June 30, 2019; and the July 2019 Budget Reports. This was followed by a second from Trustee Staske.*

First Vice President Schroeder requested a roll call vote. The results as follows:

Trustee McLain	-	yes
Trustee Staske	-	yes
First Vice President Schroeder	-	yes

The vote was 3 – 0 in favor, motion carried.

Agenda item number seven e. Report on Cash and Investments. Associate Director of Administration and Personnel Fox was not present. The first installment of the real estate taxes was received. Executive Director Pasquale gave the July 17, 2019 report, stating that the NOW checking account balance is \$243,090; Illinois Funds Investment Pool totaled \$240,865, the Illinois Funds Money Market Fund balance remains at \$5,300. First Farmers Bank Money Market Passbook account balance is \$246,345; Central Illinois Bank Money Market Passbook account balance is \$248,675. HRA has a balance of \$4,180. First Savings Bank NOW account balance is \$248,315. The 12 mo. CD at Central Illinois Bank at 2.25% interest balance is \$101,675. The 3 mo. CD at Iroquois Federal at 2.34% interest has a balance of \$102,315 [Whittaker Funds]. The other 3 mo. CD balance, also earning 2.34% interest, is \$140,590 at Iroquois Federal at 2.34% [Wagner Funds]. The two Iroquois Federal CD's will be reinvested; no other reinvestments are planned until the after the second installment is received due to large bills coming due and the district's busy recreational season.

The grand total of cash and investments: \$1,581,350. less bond funds of \$68,361.72 remaining is \$1,512,988. This compares to \$1,359,890. in July of 2018. Executive Director Pasquale noted that in 2018, real estate tax allotment had not been received.

There were no questions or comments.

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

Item eleven a. Election of Officers. First Vice President Schroeder stated that the VCCD Board of Trustees elects officers each July, after a new board member is appointed. The current slate of officers was stated. He asked for nominations for the office of President.

Trustee McLain proposed that elections wait until a full board was present; stating that the Vermilion County Board had not appointed a trustee to take Jonathan Myers place and Trustee Johnson was absent.

A brief discussion ensued regarding any policies that may apply to elections of officers for Conservation District Boards.

With no other discussion, *Trustee McLain moved to table agenda item eight a. election of officers. This was followed by a second from Trustee Staske. All in favor by acclamation, motion carried.*

Item eleven b. Review executive session minutes from January 17 [18], 2018; April 18, 2018; May 8, 2018; May 23, 2018; July 18, 2018; August 1, 2018; October 17, 2018; December 5, 2018; May 15, 2019, for release or hold. First Vice President Schroeder asked Executive Director Pasquale and the Trustees for comments. *Note: January 17, 2018 should be January 18, 2018; there are two executive session minutes from the December 5, 2018 regular meeting.*

Executive Director Pasquale recommends the following minutes to for release: January 18, 2018; July 18, 2018; August 1, 2018; October 17, 2018; the second session from December 5, 2018. The minutes from: April 18, 2018; May 8, 2018; May 23, 2018; first session from December 5, 2018 and May 15, 2019 to be held.

Trustee McLain moved that the executive session minutes be released or held as indicated: release January 18, 2018; hold April 18, 2018, May 8, 2018, May 23, 2018; release July 18, 2018, August 1, 2018, October 17, 2018, December 5, 2018 second session; hold December 5, 2018 first session, and May 15, 2018. This was followed by a second from Trustee Staske. All in favor by acclamation, motion carried.

Trustee Staske moved to retire to Executive Session pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (C) (11) as stated. This was followed by a second from Trustee McLain. All in favor by acclamation, motion carried. The Board retired to executive session at 4:44 p.m.

The Board returned from executive session at 4:48 p.m. No action was taken in executive session.

Agenda item nine a. VCCF Report. Amy Steeples reported that the next VCC Foundation meeting would be July 26, 9 a.m., Kennekuk Visitor's Center. The main topic would be the Cheeseburgers and Fun event scheduled for August 10th.

This concluded the VCCF Report.

Agenda item nine b. VCCD Education, Maintenance and Land Management Report. The reports were included with the Trustee's packets. Lara Darling added information that the VCCD received unofficial word that they had been awarded \$10,000 from the Sportsman's Alliance Grant. She had written the grant and will follow up on this information. The grant funds are dedicated for repairs scheduled at the Heron County Park Boardwalk and surrounding area. Some repair work was scheduled to begin there soon, but now will be postponed pending this grant award.

There were no questions. This concluded VCCD Education, Maintenance and Land Management Reports.

Agenda item nine c. Kennekuk Environmental Education Center Phase II and III Feasibility Study Committee. Trustee Staske had no report.

This concluded Representative Reports.

Agenda item ten: Report from the Executive Director. Executive Director Pasquale reported the Gao Grotto Boat Race plans are progressing. The company submitted their insurance policy which was reviewed and found to be adequate. Participants will be using the Grotto's boat ramp. Vermilion County Sheriff's Department and State Conservation Police Department boats will be on the lake to patrol.

Insurance claim information regarding the hail damage to the six VCCD vehicles amounted to \$16,323.52. The vehicles were the District's older models and do not require repairs (only dents and dings). Instead this money will be used toward one new fleet vehicle, which has been ordered from the state. No news from insurance regarding building damage. Once this information is received, the District will probably put out a bid for roofing repairs.

At the end of this week, the Kickapoo Rail Trail construction should be 40 days into the 80 work day contract. The *earliest* completion would be the first week of September. The bid-letting for the trestle bridge work will be August 2. IDNR notified Executive Director Pasquale that a resolution will need to be written and signed by the VCCD Board regarding adequate funding for the trail before the next scheduled VCCD Board Meeting.

Trustee Staske inquired as to the VCCD's financial obligation.

Executive Director Pasquale responded that the District is responsible for 20% of the remaining ITEP funding, a little more than \$1.4M. The VCCD will then bill IDNR and get reimbursed 100%. IDNR typically has a 30-day turnaround for reimbursement.

Therefore a special meeting to pass the required resolutions needed by IDNR by the deadline was scheduled for Monday, July 22, 12:30 p.m. at the Kennekuk Education Center. Amy will send out the proper media notifications.

Agenda item ten a. Report from the Director of Administration and Personnel. Associate Director of Administration and Personnel Fox was not present, there was no report.

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

First Vice President Schroeder commented that the Commercial News had front page coverage of the District's summer camp at Kennekuk. Excellent coverage and very nice!

Trustee McLain had no comment.

Trustee Staske apologized for missing the June VCCD Board Meeting at Forest Glen. He had contacted President Myers regarding his attendance meeting the quorum requirement.

With no further discussion and all business transacted, *Trustee Staske moved to adjourn the meeting at 5:10 p.m. This was followed by a second from Trustee McLain. All in favor by acclamation.*

Shelley McLain
Secretary
VCCD Board of Trustees