

**MACON COUNTY CONSERVATION DISTRICT**  
**BOARD OF TRUSTEES -- REGULAR PUBLIC MEETING AGENDA**

September 21, 2011 7:00 p.m.

ROCK SPRINGS NATURE CENTER – DECATUR, ILLINOIS

**I. CALL TO ORDER REGULAR MEETING**

**II. SECRETARY’S REPORT**

1. Approval of the Minutes of the August 24th Regular Public Meeting.

**III. TREASURER’S REPORT AND MONTHLY DISBURSEMENTS**

1. Approval of Treasurer’s Report for September, 2011
2. Approval of September disbursements including additions

**IV. COMMENTS FROM AUDIENCE**

The Board will receive public comments concerning items on the agenda, as well as communications, petitions, reports from citizens or representatives of other agencies. Such comments should not include discussion of personnel matters, which should be brought directly to the attention of the administration.

**V. PRIOR BUSINESS**

1. Sheriff Department Proposal
2. Other

**VI. NEW BUSINESS**

1. Insurance Renewal
2. Audit
3. Summer Camp Report
4. Griswold Water System
5. Authorized Agent IMRF
6. Phase I Environmental Assessment
7. Request to hold Worship Festival
8. Freedom of Information Act Requests
9. Departmental Reports
10. Other

**VII. COMMENTS FROM TRUSTEES**

**VIII. EXECUTIVE SESSION**

**IX. ADJOURNMENT**

MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES  
OF THE MACON COUNTY CONSERVATION DISTRICT

September 21, 2011

PURSUANT to written notice given all members of the Board, the above meeting was called to order by President Washburn, at 7:00 p.m., with the Pledge of Allegiance.

Board members present: President Washburn, 1<sup>st</sup> Vice-President Elliott, Secretary Horn, Treasurer Leonard and 2<sup>nd</sup> Vice-President Stahl.

Trustee Horn MOVED to approve the Minutes of the August 24, 2011, Regular Public Meeting, as presented. Trustee Leonard SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Leonard MOVED to approve the Treasurers Report and Monthly Disbursements in the amount of \$106,030.11, and additions to disbursements in the amount of \$17,546.54. Trustee Stahl SECONDED the Motion. All members of the Board present voted, "AYE". Roll call vote was as follows: Trustee Stahl, "AYE"; Trustee Elliott, "AYE"; Trustee Washburn, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

COMMENTS FROM THE AUDIENCE:

Dean Padgett, 3245 N. Susan Drive, Decatur, Illinois, was present and offered his opinion about the campground at Friends Creek Conservation Area.

PRIOR BUSINESS:

1. Sheriff Department Proposal

Director Merner reported that there is nothing new from the Sheriff's Department to report. However, she and Paul Marien met with the Macon County Sheriff, Macon County Highway Department, and the Natural Resource Conservation Service (NRCS) regarding the drainage issue that is occurring at the Grove Branch gun range. The NCRS did a preliminary exam of the site and will come back at a later date to do some surveying (after leaf drop).

NEW BUSINESS:

1. Insurance Renewal

Shannon Garrett, J. L. Hubbard Insurance, explained the options for coverage for Health Insurance for the staff. There were several options. Trustee Horn MOVED to renew the current insurance plan with Personal Care Insurance Company for a renewal cost of \$13,428.61 per

month and a \$500.00 deductible. Trustee Stahl SECONDED the Motion. Roll call vote was as follows: Trustee Stahl, "AYE"; Trustee Elliott, "AYE"; Trustee Washburn, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

2. Audit

Director Merner informed the Board that the annual audit was not ready.

3. Summer Camp Report

Trustees had previously received a summary of the summer camp programs. After discussion Trustee Horn stated that he wanted to congratulate the staff on a great summer camp year. Director Merner also stated that this year expenses were down and participation was up.

4. Griswold Water System

Paul Marien reported that the underground water lines that serve the picnic area and other parts of the Griswold Conservation Area are failing. Staff recommendation is to hire H. L. Chastain and Associates to locate existing utilities, develop an existing conditions map, determine water line route, develop water line details, write specifications, fill out and submit IEPA water line permits, prepare drawings, prepare general notes and specification sheets, prepare and attend one meeting, prepare bidding documents, assist with the bid and provide construction phase assistance for a fee of \$8,622.00. Trustee Leonard MOVED to grant authorization to hire H. L. Chastain and Associates, as stated above. Trustee Elliott SECONDED the Motion. Roll call vote was as follows: Trustee Stahl, "AYE"; Trustee Elliott, "AYE"; Trustee Washburn, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

5. Authorized Agent – Illinois Municipal Retirement Fund

Trustee Horn MOVED to pass the following Resolution:

WHEREAS, the Macon County Conservation District is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, the Macon County Conservation District is required to appoint an Authorized Agent to conduct dealings with the Illinois Municipal Retirement Fund; and

WHEREAS the powers and duties of such authorized agent are set forth in Section 7-135 of the Illinois Pension Code;

Now, Therefore, be it resolved by the Board of Directors of the Macon County Conservation District as follows:

1. Kathleen Merner is hereby appointed as the Authorized Agent to conduct such powers and duties as are authorized by Section 7-135 of the Illinois Pension Code on behalf of the Macon County Conservation District.
2. The Secretary of the Board is hereby directed to execute the Notice of Appointment of Authorized Agent and transmit same to the Illinois Municipal Retirement Fund.

Trustee Leonard SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

6. Phase I Environmental Assessment

Two consulting services were asked to submit proposals for Phase I environmental assessment of the two acre property next to Fort Daniel Conservation Area. Bodine Services provided a quote of \$2,000 to perform the assessment and provide a written report. Authorization is requested to engage Bodine Services to conduct a Phase I environmental study if the seller is able to get a written release of the mortgage on the property. Trustee Leonard MOVED to grant authorization to hire Bodine Services as stated above, contingent on the current owner getting a written release of the mortgage on the property. Trustee Elliott SECONDED the Motion. Roll call vote was as follows: Trustee Stahl, "AYE"; Trustee Elliott, "AYE"; Trustee Washburn, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

7. Request to hold Worship Festival

After discussion Trustee Elliott MOVED that the request to hold the Festival be denied at this time. The agenda submitted for this event would violate the current use ordinance and the campground is still open which was felt to be a conflict with any type of festival. Staff was directed to conduct research and report back to the board in January with findings related to possible changes in the ordinance related to different types of uses of District areas. Trustee Horn SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

8. Freedom of Information Act Requests

The amended Freedom of Information Act legislation requires that the board be notified of all requests for information and their status. To date, in 2011, we have received two requests.

REQUESTOR:	DOCUMENTS REQUESTED	STATUS
Dean Padgett	July & August Board Mtg. Agendas	Documents delivered
Shawn McWilliams	Budget & Appropriation Ordinance	Document delivered

9. The Board heard reports from Director Merner, Administration Department; Jeff Tish, Program Services Department; Paul Marien, Operations Department.

COMMENTS FROM TRUSTEES:

President Washburn called for comments from Trustees. There were none.

ADJOURNMENT:

There being no further business, Trustee Horn MOVED to adjourn the Regular Public Meeting at 9:00 p.m. Trustee Leonard SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

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PRESIDENT

ATTEST:

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SECRETARY