

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

September 19, 2012 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 15th Regular Public Meeting.**

III. TREASURER’S REPORT AND MONTHLY DISBURSEMENTS

- 1. Approval of Treasurer’s Report for September, 2012**
- 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. Each speaker shall be allowed three minutes to address the board.

V. PRIOR BUSINESS

- 1. Other**

VI. NEW BUSINESS

- 1. Audit Presentation**
- 2. Insurance Renewal**
- 3. Annual Treasurer’s Report**
- 4. Bid Award-Trucks**
- 5. Contract Award-Mower**
- 6. Payout-Dunn Co.**
- 7. Payout-General Fence Co.**
- 8. Payout-Burdick Plumbing**
- 9. Appointment to Foundation Board**
- 10. Crossbow Use in Deer Herd Management Program**
- 11. Land Acquisition**
- 12. Governor Oglesby Mansion**
- 13. Staff Reports**
- 14. 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 19, 2012

PURSUANT to written notice given all members of the Board, the above meeting was called to order by 1st Vice-President Horn, at 7:00 p.m., with the Pledge of Allegiance.

Board members present: 1st Vice-President Horn, Treasurer Stahl, Secretary Leonard, and 2nd Vice-President, Darrel Parish.

Board members absent: President Elliott

Trustee Parish MOVED to approve the Minutes of the Regular Public Meeting of August 15, 2012. Trustee Stahl SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

Trustee Leonard MOVED to approve the Treasurer's Report and Monthly Disbursements in the amount of \$237,453.02 and additions to disbursements in the amount of \$9,494.12.

Trustee Stahl SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

COMMENTS FROM THE AUDIENCE:

Dean Padget, 3245 Susan Drive, Decatur, Illinois, complimented the District on how nice the campgrounds looked but the only thing missing was providing electricity to the other nine sites. He commented that some first-time campers were astonished at how nice Friend's Creek camp site was as compared to other areas they had camped and won't go back after experiencing Friend's Creek.

PRIOR BUSINESS:

1. No other business:

NEW BUSINESS:

1. Audit:

Jene Row of May, Cocagne and King presented the audit and answered questions from the Trustees. Jene summarized the audit and pointed out that they had a clean opinion and that the financials were in good shape. In reviewing the management letter, Trustee Leonard asked what the percentage was of other governmental agencies that didn't hire qualified personnel to assemble financials for audit. Jene remarked that 90% of government agencies don't have qualified personnel and it is more unusual to find one that has hired qualified personnel. Trustee Parish questioned the auditor's suggestion that the District not move dollars from one line item to another to avoid being over budget. Jene suggested that the District move budget amounts from one line to another after board approval as long as the total is not amended.

Trustee Parish MOVED to accept the audit, Trustee Leonard SECONDED the motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

2. Insurance:

Shannon Garrett, J. L. Hubbard Insurance, explained the options for coverage for Health Insurance for the staff. With the District's current insurance policy (Coventry) increasing 13% with the October 1st renewal, the District asked their broker, Shannon, to solicit other carriers for bids for the upcoming year. Shannon summarized the process of how the District arrived at proposing United Healthcare as their new insurance carrier. The District currently pays 100% of the premium for employees and dependent coverage. Staff recommends switching insurance carriers to United Healthcare for the savings. Shannon reported the small differences between the two plans.

Trustee Leonard MOVED to accept United Healthcare Insurance as the District's new insurance carrier, effective October 1st. Trustee Parish SECONDED the motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

Further discussion followed concerning what the District would do with the savings from changing from Coventry to United Healthcare Insurance. Director Merner is to do more research and come back to the Board with recommendations.

3. Annual Treasurer's Report

Pam Smith briefly explained to the Board what sources were used to compile the Treasurer's Report. The Treasurer's Report no longer has to be published in a local paper but must be filed with the County Clerk and Comptroller.

Trustee Stahl MOVED to approve the Treasurer's Report for fiscal year April 1, 2011, through March 31, 2012, as presented. Trustee Leonard SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

4. Bid-Award-Trucks:

Bid invitations were sent to area truck dealers with only two submitting bids. Staff recommends rejecting the bid for the mid-size truck because it does not meet specifications and awarding the bid for the utility bed truck to Jackson Ford in the amount of \$28,157 with trade in value of \$1,000 for total net price of \$27,157. This new truck replaces the current utility truck used at Rock Springs. Paul Marien informed the board that he would broaden the geographic area in which he solicits bids in hopes of bringing more bids to the table.

Trustee Stahl MOVED to accept the Jackson Ford bid for the Ford F-250 utility truck in the amount of \$27,157. Trustee Leonard SECONDED the Motion. All members of the Board present voted, "AYE". Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; Trustee Leonard, "AYE". Motion carried.

Trustee Stahl MOVED to reject the bid for the mid-size truck from Jackson Ford for \$20,681. Trustee Parish SECONDED the motion. All members of the Board present voted, "AYE". Motion carried.

5. Contract Award - Mower:

Quotes were obtained from local Bush Hog equipment dealers. Both dealers bid the same piece of equipment. Shelby Farm Power's bid was \$14,497 and German-Bliss Equipment, Inc.'s bid was \$14,300. Staff recommends authorizing the purchase of a flex-wing mower from German-Bliss Equipment for \$14,300. Paul Marien said the one wing bush hog will be used for mowing ditches and is especially useful on the bike trail.

Trustee Parish MOVED to approve awarding the bid from German-Bliss Equipment for the purchase of a Bush Hog Model 3710 10 foot flex-wing rotary cutter in the amount of \$14,300. Trustee Stahl SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

6. Payout Dunn Company:

Dunn Company has completed the road maintenance work and is requesting payment in the amount of \$71,177.00 which is 100% of the contract amount. The work has been inspected and is satisfactory. Paul Marien briefly summarized the work that had been completed at various sites of the District.

Trustee Parrish MOVED to approve payout to Dunn Company for road maintenance work in the amount of \$71,177.00. Trustee Leonard SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

7. Payout General Fence:

General Fence Company has completed the automatic gate (solar operated) project at Fort Daniel Conservation Area, and is requesting payment in the amount of \$13,565.00 which is 100% of the contract amount. Paul Marien reported that the gate is working properly.

Trustee Leonard MOVED to approve payout to General Fence Company for the automatic gate project at Fort Daniel Conservation Area in the amount of \$13,565.00. Trustee Stahl SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

8. Payout Burdick Plumbing:

Burdick Plumbing submitted a pay estimate to our engineer for the Griswold Waterline Improvements project. The requested amount is for 95% of work completed. The total amount requested is \$22,770.55. The completed work has been inspected by the engineer and has been approved by them. Paul Marien reported that only grading and seeding remained left to be completed and this was delayed due to the drought this summer.

Trustee Stahl MOVED to approve payout to Burdick Plumbing for the Griswold Waterline Improvement project in the amount of \$22,770.55. Trustee Leonard SECONDED the Motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

9. Appointment to Foundation Board:

The Macon County Conservation Foundation Board of Directors recommends the appointment of Susan Vermette to serve the remainder of Darrel Parish's term. The Board was provided a letter of recommendation from Nora Duncan, President of the Foundation Board. According to the Foundation by-laws, the Macon County Conservation Board must make the Board appointment.

Trustee Stahl MOVED to approve the appointment of Susan Vermette to the Macon County Conservation Foundation Board of Directors. Trustee Parish SECONDED the motion. All members of the Board present voted, "AYE". Motion carried.

10. Crossbow Use in Deer Herd Management Program:

The Illinois Department of Natural Resources has changed their regulations with respect to the use of crossbows for hunting. Staff recommends that the District adhere to the definition of legal

“bow and arrow” equipment as defined by the Illinois Wildlife Code and also allow the use of crossbows, as outlined by the Code, as long as one of the following three conditions are met:

- The hunter is 62 years of age or older
- The hunter is handicapped and can produce a permit issued by the State to legally use a crossbow
- The crossbow is used (by any participant) between the second Monday following Thanksgiving and the last day of the District’s Archery Deer Hunting Program.

The District currently permits a hunter, if 62 years of age or handicapped to use a crossbow. Staff recommends amending the District’s current regulations to be consistent with the State’s regulations. The District has not had any requests thus far for use of crossbow, but it would be much easier to follow the State’s regulations.

Trustee Parish MOVED to amend the District’s regulations to include the use of crossbows for hunting during the District’s Deer Archery Hunting Program, as long as the above conditions are met to be consistent with State Regulations. Trustee Leonard SECONDED the motion. All members of the Board present voted, “AYE”. Motion carried.

11. Land Acquisition:

The Foundation received official notice that they are invited to submit a full proposal for funding to purchase 65 acres of land in South Macon Township. The application is due September 20, 2012. Busey Ag Services was able to provide an appraisal. This is still a competitive process.

The paperwork and a check for \$1,675.00 were sent to the Trustee for the purchase of the in-holding at Bois du Sangamon Nature Preserve. The District received a receipt of payment. Within 90 days, the Trustee will record the deed in Macon County. Staff will follow up on it and then will file the request for tax exempt status.

12. Oglesby Mansion:

After two unsuccessful attempts to get qualified bids within our budget, the staff and architect have developed a proposal for proceeding. Staff proposes proceeding with the needed roofing repairs on the east porch roof. Two roofing companies submitted quotes for the roofing on the east porch of the Oglesby Mansion. Staff recommends awarding the contract to Meyers Roofing in the amount of \$8,400 to re-roof the east porch.

Since custom millwork is one of the significant elements of restoring the exterior of the mansion and millwork is needed for each of the three porches, the Conservation District (or Oglesby Mansion Board) will purchase the millwork for the entire restoration project. Sims Lumber Company was asked to provide a cost estimate for milling the woodwork for porch railings, aprons, tongue and groove decking and ceiling material. Their estimate is \$17,695.90 to have the knives made (which become District property), fabricate all of the woodwork and prime it. Staff recommends that a contract be awarded to Sims Lumber Company to fabricate the needed millwork.

Staff recommends waiting on west end porch with the chair lift and bidding the other two porches separately.

Trustee Stahl MOVED to approve the roofing contract for the east porch roof of the Oglesby Mansion in the amount of \$8,400. Trustee Parish SECONDED the motion. Roll call vote was as follows: Trustee Parish, “AYE”; Trustee Stahl, “AYE”; Trustee Horn, “AYE”; and Trustee Leonard, “AYE”. Motion carried.

Trustee Stahl MOVED to approve the contract to Sims Lumber Company to fabricate the needed millwork for the Oglesby Mansion in the amount of \$17,695.90. Trustee Parish SECONDED the motion. Roll call vote was as follows: Trustee Parish, "AYE"; Trustee Stahl, "AYE"; Trustee Horn, "AYE"; and Trustee Leonard, "AYE". Motion carried.

13. Department Reports:

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

14. Other: Sanitary District

Director Merner reported that she received a call from the Sanitary District. They stated that their revenues were down and were concerned about water sources. They asked if the District would allow them to do exploration on District property, particularly near the old lagoons by Wyckles Road for a horizontal well. Excess revenue would be given to the District. The Board consensus was that from an ecological perspective, this request was not feasible. Director Merner is to report back to board when more information is available.

COMMENTS FROM TRUSTEES: None.

ADJOURNMENT:

There being no further business, Trustee Stahl MOVED to adjourn the Regular Public Meeting at 8:40 p.m. Trustee Leonard SECONDED the Motion. All members of the Board present voted, "AYE". Motion carried.

PRESIDENT

ATTEST:

SECRETARY