



FOREST PRESERVE DISTRICT OF KANE COUNTY

EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Executive Committee meeting was held Thursday, September 2, 2021 at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by President Chris Kious at 8:30 AM.

Remote=*

Members Present:

Attendee Name:

Status:

President Chris Kious	Present
Commissioner Myrna Molina	Present
Commissioner Barbara Wojnicki	Present
Commissioner Dale Berman	Present
Commissioner Michael Kenyon	Present
Commissioner Drew Frasz	Present
Commissioner John Martin	Present
Commissioner Jarett Sanchez	Absent
Commissioner Mavis Bates	Absent

Others Present:

Commissioners: Allan*, Brown, Gumz*, Ford*; Exec. Dir. Meyers; CFO Stanish & staff Petschke*; Dir. of Ops. Goreth; Dir. of NRM Haberthur & staff Rodeghero*; Dir. of Comm. Affairs Metanchuk; HR Dir. Yee; Chief of Police & Dir. of Public Safety Burger; Recording Secretary Figliozzi; KCIT Peters.

II. Approval of Minutes from August 5, 2021

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Barbara Wojnicki, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin
ABSENT:	Jarett Sanchez, Mavis Bates

III. Public Comment (Each Speaker is limited to three minutes)

None.

IV. Presentation and Approval of Bills and Commissioners' Per Diem from August 2021

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Executive Committee	
MOVER:	Myrna Molina, Commissioner	
SECONDER:	Dale Berman, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

V. Finance and Administration

A. Presentation and Approval of a One-Year Extension with Waste Management for Refuse and Recycling Services

CFO Stanish presented the extension agreement with Waste Management.

In 2017, the District partnered with the County to be included in their bidding process for refuse and recycling services. The original contract was for three years, and the bid included an additional three, one-year options, if both parties agree. Every location that has a refuse container is listed as an on-call service for Waste Management. This means that they will not pick-up the refuse until the District calls and requests service. This helps reduce costs, since scheduling automatic pick-ups is not always necessary, depending on the use at the various preserves. Staff recommends the Commission approve the second, one-year extension with Waste Management for refuse/recycling removal from the various preserves until June 27, 2022.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Drew Frasz, Commissioner	
SECONDER:	Barbara Wojnicki, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

B. Presentation and Approval of the Mandated Reporter Policy

Community Affairs Dir. Metanchuk presented the Mandated Reporter Policy for approval.

Staff who work with children in the course of their professional duties are required by law to report suspected child maltreatment, as part of the State of Illinois' *Abused and Neglected Child Reporting Act* (ANCRA). Professionals who are required by law to report suspected child abuse and neglect are called "mandated reporters." The Environmental Education staff at the District, for example, are mandated reporters. Each year, the Environmental Education staff and Community Affairs Director take online Mandated Reporter Training by the Illinois Department of Children & Family Services (DCFS). They also review the State's online *Manual for Mandated Reporters*, and complete an Acknowledgment of Mandated Reporter Status Form. As part of the ongoing Distinguished Agency Accreditation project, the District is required to have a *Mandated Reporter Policy*. The new *Mandated Reporter Policy* would formalize procedures already in place. Staff recommends the Policy be adopted and approved.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Myrna Molina, Commissioner	
SECONDER:	John Martin, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

VI. Land Acquisition

A. Presentation and Approval of an Intergovernmental Easement Agreement with Pingree Grove and Countryside Fire District on a Portion of Bowes Creek Woods Forest Preserve

Exec. Dir. Meyers presented the Intergovernmental easement agreement, indicating the area of the pipe location on a map that was included in the agenda packet.

Pingree Grove and Countryside Fire Protection District is in the process of constructing a new fire station on the east side of Dittman Road, across from Bowes Creek Woods Forest Preserve. A new 12-inch drainage pipe connecting the fire station to Bowes Creek is required as part of the site improvements and stormwater management permit. PGCFPD had been in discussion with the adjacent and downstream property owner to secure a drainage easement to provide a positive outlet to Bowes Creek, but was unsuccessful. PGCFPD then contacted the Kane County Division of Transportation (KDOT) to see if it would be possible to install said 12-inch pipe within the Dittman Road Right of Way, but the Right of Way is prescriptive and said improvements per KDOT are not a permitted use. PGCFPD then approached the District to ascertain if a drainage easement for the installation of a 12-inch drainage pipe is a possibility. It has been the District's past practice to work with other governmental agencies to solve problems for the benefit of its fellow agencies and their residents. District staff worked with PGCFPD staff to develop the proposed Intergovernmental Easement Agreement.

DISCUSSION: *Commissioner Martin asked about any previous infrastructure. Exec. Dir. Meyers responded that the current tile is on the Eastside of the road, so this is a new tile installation. Attorney Hodge noted that the neighbor on the other side is not agreeable to the expansion on his property. Chief of Planning Anderson is in communication with the County Water Resources Department about the creek erosion as a potential joint project.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Dale Berman, Commissioner	
SECONDER:	Barbara Wojnicki, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

VII. Planning & Utilization

A. Presentation and Approval of a Bid for Paving at the Natural Resource Management Facility located in Mill Creek Greenway Forest Preserve

Dir. of Ops. Goreth presented the bid project, noting staff is currently entering Phase II.

The Commission approved a total of \$429,700 for Natural Resource Management Facility Phase II Building Construction. In addition, money has been reallocated from the Natural Resource Management Facility Phase I Building savings. The project includes the construction of the cold-storage building, paving of the shop yard, security cameras, perimeter fence installation and construction of a fuel island. At this time, the building construction has been completed, as well as the installation of security cameras and Fuel Island. The paving of the maintenance yard bid was publicly advertised and sent out to 31 vendors with four responding. The qualified lowest bid was received from Champion Paving Corporation of Hampshire, Illinois, with a price of \$48,797.50. Remaining available funds of \$41,195.50 will be used for the security fence installation and any unforeseen incidentals, such as needed aggregate for unsuitable soils and finish landscaping. Funds totaling \$429,700 were budgeted for the overall building and site improvements associated with the Natural Resource Management Facility Phase II Building Construction Project. In addition, money has been reallocated from the Natural Resource Management Facility Phase I Building savings. Sufficient funds totaling \$89,992 are available for this expense totaling \$48,797.50.

DISCUSSION: *Commissioner Frasz was in support of the awarded bidder noting the company has done great work in past projects.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Drew Frasz, Commissioner	
SECONDER:	John Martin, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

B. Presentation and Approval of a Third Amendment to the Use Permit and License Agreement with the Geneva Park District for the Use of Fabyan Forest Preserve

Exec. Dir. Meyers presented a renewal and third amendment to the use permit and license agreement with the Geneva Park District.

A license agreement was established with the Geneva Park District in 2010 for the property use, general maintenance, insurance requirements and infrastructure repairs to utilize the Fabyan Forest Preserve property for soccer programs. The license agreement provides the use of the preserve by the Park District to any affiliate soccer group. The Park District maintains the property from April 1 through November 15, which includes mowing and general upkeep. In the case the parking lot and/or entry drive require repair or renovation during the term of the agreement, the Park District agrees to financially participate in the work up to 50 percent of the total cost if/when warranted. The IGA was amended in 2015 to extend the agreement an additional 5 years and a second amendment was approved in 2019, requiring the Park District to adapt a policy and procedures specific to the Illinois Moveable Soccer Goal Safety Act. This third amendment extends the agreement for 10 years and maintains all the terms from the original IGA and second amendment.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Michael Kenyon, Commissioner	
SECONDER:	John Martin, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

C. Presentation and Approval of an Amended Maintenance Agreement with the Knights of Columbus to Maintain the Grotto at the Gunnar Anderson Forest Preserve

Exec. Dir. Meyers presented the revised maintenance agreement with the Knights of Columbus.

The local Knights of Columbus (KOC) approached the Forest Preserve District of Kane County in 2019, and offered to maintain the grotto structure at Gunnar Anderson Forest Preserve. The grotto is a structure left from when the Government Center property was a seminary. The County and the District purchased separate portions of the Sacred Heart Seminary land in 1972. The grotto structure is located on the District's portion of the land. The District has maintained the open space, however, does not maintain the religious grotto structure. An agreement was initially approved by prior leadership of the KOC and was approved by the Forest Preserve Commission on October 13, 2020. However, the KOC did not sign the agreement. Changes occurred in the KOC leadership, they had requested some changes to the original terms. The general terms of the agreement that still apply, the KOC provided the signed agreement with the revisions and included a Certificate of Insurance.

DISCUSSION: *Commissioner Frasz noted a separate issue, stating the water from the creek continues to erode and is getting closer to the grotto. Meyers stated that Chief of Planning Anderson is in discussions regarding water reclamation management.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]	Next: 9/14/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Drew Frasz, Commissioner	
SECONDER:	Barbara Wojnicki, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin	
ABSENT:	Jarett Sanchez, Mavis Bates	

VIII. New or Unfinished Business

Commissioner Martin reported on the Cross County Course Marathon on Saturday was a success. A large number of spectators and runners attended. Martin noted this project has been in the making for roughly 10 years. Commissioner Frasz congratulated Commissioner Martin for all the hard work and for the late former Commissioner Mike Donahue. He noted that these projects take so much time and effort and end with a whisper. President Kious noted that the event had made an article in the newspaper.

IX. Closed Session to Discuss Land Acquisition, Contracts, Litigation and Personnel

The Committee moved into Executive Closed Session at 8:51 a.m. to discuss license agreements.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Chris Kious, Michael Kenyon, Drew Frasz, John Martin
ABSENT:	Jarett Sanchez, Mavis Bates

The Committee returned to Open Session at 8:58 a.m. on a motion by Frasz, second by Berman, Roll Call Vote was taken, unanimous vote.

X. Communications

Community Affairs Dir. Metanchuk promoted a Save the Date, for the grand Re-Opening of the Oakhurst Forest Preserve prior to the Harvest of the Acorn Moon event on Sunday, September 26th, 2021 at 11:30 a.m. Exec. Dir. Meyers reminded everyone that the Commissioner Retreat will be held on Friday, October 29th, at 8:00 a.m.

XI. President's Comments

President Kious shared his appreciation to Dir. of Ops, Goreth for his extensive knowledge with the District. He also promoted the Senior Stroll at Pingree Grove Forest Preserve today Thursday, September 2, 2021 at 12Noon.

XII. Financial Reports

Report A-C were moved together.

- A. Revenue & Expense Report through July 2021**
- B. Cash & Investment Report: July 2021**
- C. Bond Investment Report: July 2021**

RESULT:	PLACE WRITTEN REPORTS ON FILE [UNANIMOUS]
MOVER:	Dale Berman, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin
ABSENT:	Jarett Sanchez, Mavis Bates

XIII. Adjournment

The meeting adjourned at 9:04 a.m.

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Myrna Molina, Barbara Wojnicki, Dale Berman, Michael Kenyon, Drew Frasz, John Martin
ABSENT:	Jarett Sanchez, Mavis Bates

President Chris Kious, Chairman
Forest Preserve District Executive Committee
Forest Preserve District of Kane County

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary



FOREST PRESERVE DISTRICT OF KANE COUNTY
EXECUTIVE COMMITTEE CLOSED SESSION MINUTES
SEPTEMBER 2, 2021

The Forest Preserve District Executive Committee meeting was held Thursday September 2, 2021 at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The Closed Session portion of the meeting was opened by President Chris Kious at 8:51 AM. Remote= *

Attendance: President Kious, Berman, Kenyon, Frasz, Martin, Molina, Wojnicki

Absent: Bates, Sanchez

Also Present: Commissioners Allan*, Brown, Ford*, Gumz*; Exec. Dir. Meyers; Attorney Hodge; CFO Stanish; Dir. of Community Affairs Metanchuk; Dir. NRM Haberthur; Chief of Planning Anderson Jr.; HR Dir. Yee; Public Safety Dir. Burger; Dir. of Ops Goreth; Recording Secretary Figliozzi and KCIT Peters.

RESULT:	ENTER INTO CLOSED SESSION TO DISCUSS CONTRACTS AT 8:51 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Dale Berman, Drew Frasz, Michael Kenyon, Myrna Molina, Barb Wojnicki, John Martin
ABSENT:	Mavis Bates, Jarett Sanchez

DISCUSSION:

Exec. Dir. Meyers stated the reason for the Closed Session was to discuss the Settler's Hill Golf Course and an RFP.

Exec. Dir. Meyers indicated that the timing with the construction has made an RFP difficult. Currently the course is set to open in July 2022. Staff has determined an option rather than an RFP for late in the season, would be to extend the contract with GolfVisions to allow the contractor to be responsible for the first year of play and to maintain the turf and ensure the grow-in would be up to par. Meyers stated that potentially, the District would get a more solid proposal and a financial return when sending out the RFP. This includes the Hughes Creek Golf Course Management as well.

Commissioner Martin felt that if staff cannot put a temporary trailer, he is concerned with the golf course, if we can't get people to the driving range, that is going to be a huge problem, we should add in the agreement to require the facility to drive people to the driving range. Meyers responded that staff is in the process of hiring an engineer to help design the best option for this traffic pattern, footprints and best facilities for the amenities.

There was consensus from the Committee for staff to work with GolfVisions for a proposal to extend the management agreement.

RESULT:	RETURN TO OPEN SESSION AT 8:58 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER:	Drew Frasz, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Dale Berman, Drew Frasz, Michael Kenyon, Myrna Molina, Barb Wojnicki, John Martin
ABSENT:	Mavis Bates, Jarett Sanchez

Respectfully Submitted,

Gabriella Figliozi

Gabriella Figliozi
Recording Secretary