



Government Center
719 S. Batavia Ave., Bldg. A
Geneva, IL 60134

Forest Preserve District Commission Meeting Minutes

Tuesday, August 13, 2024

8:30 AM

County Board Room

I. Call to Order

The Forest Preserve District Full Commission meeting was held Tuesday, August 13, 2024 at the Kane County Government Center located at 719 S. Batavia Ave., Geneva, IL 60134. President Kious called the meeting to order at 8:32 AM.

II. Pledge of Allegiance

President Kious asked Chief Burger to lead the pledge.

III. Roll Call

PRESENT

President Forest Preserve District Chris Kious
Secretary Forest Preserve District Myrna Molina
Commissioner Deborah Allan (Arrived via remote at 8:45AM)
Commissioner Mavis Bates
Commissioner Dale Berman
Commissioner Gary Daugherty (Remote)
Commissioner Mark Davoust (Arrived via remote at 8:46AM)
Commissioner Michelle Gumz
Commissioner Mo Iqbal
Commissioner Leslie Juby
Commissioner Michael Kenyon
Commissioner Bill Lenert
Commissioner Anita Lewis
Commissioner Michael Linder (Remote)
Commissioner Bill Roth
Commissioner Cheryl Strathmann
Commissioner Clifford Surges
Commissioner Bill Tarver
Commissioner Vern Tepe
Commissioner Rick Williams
Commissioner David Young (Arrived in person at 8:51AM)

ABSENT

Commissioner Ron Ford
Commissioner Jarett Sanchez
Commissioner Monica Silva

Others Present: Exec. Dir. Haberthur, Dir. of Finance Petschke & staff Carrano; Dir. of Planning and Land Protection Rooks-Lopez; HR Dir. Clough; NRM Dir. Chess; Ops. Dir. Jensen; Dir. of Comm. Enri Metanchuk Kovach; Chief of Police Burger; Attorney Hodge; Exec. Assist. Figliozzi, KCIT staff and members of the public.

IV. Public Comment (Each Speaker is limited to 3 minutes)

None.

V. Presentation and Approval of the Minutes from July 9, 2024

RESULT: APPROVED BY UNANIMOUS CONSENT

MOVER: Bill Roth

AYE: Mavis Bates, Dale Berman, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cheryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams

ABSENT: Deborah Allan, Mark Davoust, Ron Ford, Jarett Sanchez, Monica Silva, David Young

VI. Presentation and Approval of the Bills and Commissioners' Per Diem July 2024

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Rick Williams

SECONDER: Bill Roth

AYE: Mavis Bates, Dale Berman, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cheryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams

ABSENT: Deborah Allan, Mark Davoust, Ron Ford, Jarett Sanchez, Monica Silva, David Young

VII. Presentations

None.

VIII. Finance and Administration

DOC-2024-42 Presentation and Approval of the Compensation and Classification Study

HR Dir. Clough presented the first three items on the agenda, the compensation and classification study, the Ordinance setting the salary ranges for employees, and the amendment to the Executive Director's contract. The District engaged in a classification and compensation study in 2023, to recruit and retain talent for the District.

The Forest Preserve District of Kane County's last compensation and classification study was coordinated in-house in 2017. In 2023, the District updated only its salary schedule to include the assignment of new, reclassified, and re-titled positions to existing salary ranges as well as increasing part-time seasonal wages for campground attendants. The modifications were the first since the last update approved by the Commission in 2017. These changes did not make any adjustments to the District's salary ranges or practices. Since that time, the workplace and employee recruitment challenges have continued to evolve. Recognizing the importance of evaluating the District's employee compensation program, the Board approved funding in the FY2023-2024 annual budget for a compensation and classification study. The Board of Commissioners subsequently approved a contract with McGrath Human Resources Group of Jamestown, Tennessee in November of 2023 to complete the scope of the project. In further support of the establishment and maintenance of a competitive, equitable, and compliant compensation plan, the Board cited the need to fund the recommendations of the study as a primary reason to approve both new construction and CPI increases for the 2023 property tax levy. As a result, the FY2024-2025 annual budget includes an increased amount of \$465,389.00 in full-time salaries intended to implement the study outcomes for a total budget not to exceed \$5,473,399.00 in total full-time salaries. McGrath completed an external market analysis of current, regular full

and part-time District staff positions and an internal analysis to review internal equity. For these same purposes, union positions and those positions whose compensation and conditions of employment are negotiated by contract, namely full-time police officers and the District's Executive Director, were included in the study and placed on the schedule. The study also included an analysis of total compensation, an examination of job duties and descriptions, a review of the impact of a proposed new compensation system, and recommendations for maintaining the compensation system into the future. Finally, the consultant performed a limited review of the District's staffing level.

DISCUSSION: *None.*

RESULT: **APPROVED BY ROLL CALL VOTE**
MOVER: Michael Kenyon
SECONDER: Dale Berman
AYE: Deborah Allan, Mavis Bates, Dale Berman, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams
ABSENT: Mark Davoust, Ron Ford, Jarett Sanchez, Monica Silva, David Young

FP-O-24-08-0605 Ordinance Amending "An Ordinance Setting the Salary Ranges of Employee Positions of the Forest Preserve District of Kane County

Exec. Dir. Haberthur stated that this is the annual presentation of salary ranges, this year, the District is recommending the implementation of the step schedule. Staff recommends the Committee review and approve the modification to the ordinance setting the salary ranges of employee positions. Staff further recommends the Committee authorize a one-time retro-payment for actual hours worked in fiscal year 2024/2025 so that this increase can be effective on July 1st 2024 as budgeted. Staff recommends all changes be implemented from the McGrath Compensation & Classification study, with the following modifications:

1. The "economic factor adjustment" should occur at the same time as eligible employees receive their step increase. This change is primarily for ease of budgeting, and allow the Commission to know the annual levy amount prior to setting the amount of this factor and budget accordingly.
2. The recommendations contained within Appendix B: Benefit Analysis-Supplement should be exempted from approval. These recommendations are independent of the compensation component of the consultant's study and require further analysis and design. These may be brought before the Commission in the future for consideration and approval as warranted.

DISCUSSION: *None.*

RESULT: **APPROVED BY ROLL CALL VOTE**
MOVER: Myrna Molina
SECONDER: Rick Williams
AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams
ABSENT: Ron Ford, Jarett Sanchez, Monica Silva, David Young

FP-R-24-08-3098 Resolution Authorizing an Amendment to the Executive Director's Employment Contract

HR Dir. Clough presented the amendment to the Executive Director's contract to be in line with the modification to the salaries step schedule.

The 2022 Employment Contract grants "Any salary or other adjustment or modification made during the life of this contract shall be in the form of a written amendment and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Employee, nor as an extension or change in the termination date of this contract". The District just completed its first compensation and classification study since an in-house study in 2017. Recognizing the importance of evaluating the District's employee compensation program, the Board approved funding in the FY2023-2024 annual budget for a compensation and classification study, the District hired McGrath Human Resources Group to conduct the compensation and classification study. The parties agree that the 2022 License is hereby amended as follows:

1. The annual salary for each of the remaining years during the balance of the contract term shall be: effective July 1, 2024 and start at \$162,177.60 per year.
2. Annual raises shall occur on July 1 of each subsequent year and be a percentage commensurate with the average total realized for full-time staff during the same year. This shall be a 2.5% percent increase (if and only if this "merit-step" is also budgeted for full-time staff salaries) plus the annual economic factor (if and only if this is also budgeted for full-time staff salaries)."

DISCUSSION: None.

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Bill Roth

SECONDER: Bill Lenert

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva, David Young

IX. Land Acquisition

FP-R-24-08-3099 Resolution Approving an Intergovernmental Agreement With the Plato Township Road District to Allow Compensatory Storage for Bahr Road Improvements Within Muirhead Springs Forest Preserve

Exec. Dir. presented the IGA with Plato Township. The Plato Township Road District has been working with WBK Engineering to develop roadway improvement plans for Bahr Road. The area of concern is about 500 feet east of the northern entrance to Muirhead Springs Forest Preserve, which experiences significant flooding and standing water annually. The proposed plan will raise this section of road to help reduce the extent and frequency of flooding. However, because this section of Bahr road is located within the floodplain it will require additional compensatory storage 1.5 times the volume of the floodplain fill to be provided. This storage cannot be provided within the existing right of way along Bahr Road. After reviewing the topography with Kane County's Department of Water Resources, it was identified that the ideal location for the compensatory storage would be on the south side of Bahr Road on the northern edge of Muirhead Springs Forest Preserve.

The proposed IGA will allow the Township to excavate an area of approximately 7,500 square feet adjacent to Bahr Road within Muirhead Springs Forest Preserve to provide the necessary compensatory storage. The Township will be responsible for all construction, permitting and restoration of the area. Staff has reviewed the proposed site and there are no plants of concern in the area that would be impacted.

DISCUSSION: None.

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Michael Kenyon

SECONDER: Michelle Gumz

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cheryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva, David Young

FP-R-24-08-3100 Resolution Approving a Grant of Easement to the City of Aurora for Stormwater Management Improvements at the Chicago Premium Outlets

Exec. Dir. Haberthur presented the easement agreement with the City of Aurora.

(Commissioner Young arrived in person at 8:51AM). The City of Aurora is currently working with HRGreen Engineering to design improvements for the stormwater control system at Farnsworth Avenue and Bilter Road. During the preliminary design it was discovered that some existing structures installed as part of the Chicago Premium Outlet development, were not placed within a stormwater control easement granted to the City. The attached grant of easement seeks to expand the existing stormwater control easements to include these structures. By placing the structures within the easements, the City of Aurora will be responsible for the costs of maintenance and repairs and relieves the District from current maintenance responsibilities.

DISCUSSION: *Commissioner Strathmann asked what the control of beavers and muskrats would look like. Exec. Dir. Haberthur stated that the District works with nuisance wildlife mitigation companies for water control structures. It is a fairly common issue; the wildlife is removed due to obstruction created by the beavers and muskrats.*

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Mavis Bates

SECONDER: Cheryl Strathmann

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cheryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

FP-R-24-08-3101 Resolution Approving an Intergovernmental License Agreement Between the Forest Preserve District of Kane County and the Village of Virgil for the Installation of a Tornado Siren Within Virgil Forest Preserve

Ops. Dir. Jensen presented the license agreement with the Village of Virgil. The Village of Virgil was recently awarded a grant for the purchase and installation of the community's first tornado siren. The proposed intergovernmental license agreement will allow the Village to install a tornado siren within a small 15'x15' area within the Virgil

Forest Preserve directly north of the Great Western Trail near the intersection of Sauber and Illinois Route 64. The location is ideal for the Village as it is central to the town while not directly next to residences. Should the Village determine that the siren is no longer needed, the Village is responsible for the removal of the improvements and restoration of the site to its original condition.

DISCUSSION: None.

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Michelle Gumz

SECONDER: Bill Roth

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

X. Planning and Utilization

FP-R-24-08-3102 Resolution Approving a Bid for the Construction of a Shelter at Campton Forest Preserve

Ops. Dir. Jensen presented the bid for the Campton shelter. The initial component of Campton Forest Preserve was purchased in 1972, and was 166 acres of the current total of 377 acres. In 1980, Shelter #1 was constructed atop a hill that overlooks the surrounding woodland and grasslands. Parking lot improvements and an equestrian parking area were added in 2007 to create the existing footprint. Shelter #1 had just completed a renovation in 2023, but it was deemed a total loss due to fire damage it sustained. Campton Shelter #1 receives year-round use, from supporting picnic reservations and scout group events to serving as a resting place for equestrian and winter time sledding activities.

This project will include the removal of the existing concrete foundation and for the purchase and installation of a new shelter and concrete pad, connecting to existing ADA access points from the parking lot and restroom. The bid was publicly advertised, with 6 responding bidders. Hargrave Construction Company of South Elgin, IL was the lowest, qualified bidder with a cost of \$183,910.00. Additionally, we are recommending a 10% contingency allowance to cover any unforeseen costs that may arise during the engineering and construction process of \$18,391.00, for a total cost not to exceed \$202,301.00.

DISCUSSION: None.

FP-R-24-08-3103 Resolution Approving Bids for Tree and Brush Clearing at Portions of Dick Young, Pingree Grove, Hannaford Woods/Nickels Farm and Bliss Woods Forest Preserves

NRM Dir. Chess presented bids for the tree and brush clearing at various preserves. The objectives of these projects are to remove non-native brush and small mesic trees in degraded oak woodlands, as well as from large scale tallgrass prairie restorations. Woody invasive species, such as common buckthorn (*Rhamnus cathartica*) and bush honeysuckle (*Lonicera* spp.), are some of the other primary threats to biodiversity in Kane County's forests. These species create a thick mid-story cover that prevents light from reaching native understory plants. They also grow very well in shade; oak saplings do not. This adaptation prevents the regeneration of native trees. Grassland invasive species, like callery pear (*Pyrus calleryana*), have similar impacts to prairie communities by choking out the native grasses and forbs. Mechanical removal of these invasive species, combined with chemical follow-up, will help to restore the ecosystems to a

healthier condition. This, in turn, will provide better habitat quality for the entire suite of wildlife that these preserves support. In particular, the habitat value for birds is greatly enhanced with the removal of these invasive shrubs. Native insects don't feed on buckthorn, so their coverage decreases the concentration of caterpillars across the sites. Additionally, their plentiful berries are nutrient poor and cause a laxative effect that makes them a starvation food. Contractors were sought to bid on clearing projects across four heavily infested forest preserves.

DISCUSSION: *None.*

RESULT: **APPROVED BY ROLL CALL VOTE**

MOVER: Bill Lenert

SECONDER: Dale Berman

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

FP-R-24-08-3104 Resolution Approving a Bid for the Construction and Replacement of a Drain Tile at Otter Creek Forest Preserve

Dir. of Planning and Land Protection Rooks-Lopez presented the bid for construction of a drain tile at Otter Creek Forest Preserve. In 2023 the District was contacted by a resident of Creekside subdivision and the City of Elgin concerning a potential drain tile failure within the Otter Creek Forest Preserve. The suspect tile was assessed by Huddleston engineering and determined to need full replacement. The District conducted a formal bid process for the improvements. Bids were publicly advertised, with six (6) bidders responding. Hartstrand Water Solutions LLC. was the lowest qualified bidder with a base bid of \$40,129.00. Additionally, \$8,000.00 shall be set aside as contingency to cover any unanticipated additional costs, that may arise during construction for a total project amount of \$48,129.00.

DISCUSSION: *Commissioner Lenert stated that looking at the other bids, the next closest was 50% higher and the others were almost 6 times higher than the winning bid. Dir. Rooks-Lopez responded that the District is confident with the company and the bid. Commissioner Kenyon explained that typically if the company wants to stay in the bidding process for future contracts, they bid high.*

RESULT: **APPROVED BY ROLL CALL VOTE**

MOVER: Bill Roth

SECONDER: Dale Berman

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

XI. New Business

DOC-2024-44 Presentation and Approval of the Closed Session Minutes

Exec. Dir. Haberthur presented the review of the closed session minutes. The Full Commission of the Forest Preserve District of Kane County, Illinois has reviewed the minutes of Closed Sessions pursuant to 5ILCS 120/2.06 and has made a determination as to whether the need for confidentiality still exists as to all or part of those minutes which have not been fully made public. The Committee has determined that the need for

confidentiality still exists as to the Closed Session minutes of 11/10/2020, 02/09/2021, 11/07/2022, 09/13/2022, 01/09/2024 and 02/13/2024.

The Committee has determined that there is no longer a need for confidentiality as to all or part of the Closed Session minutes of 08/10/2021.

DISCUSSION: None.

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Mavis Bates

SECONDER: Bill Roth

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

XII. Closed Session to Discuss Land Acquisition, License Agreements, Potential Litigation, and Personnel

The Committee moved in to Executive closed Session at 9:11 AM to discuss license agreements.

RESULT: APPROVED BY ROLL CALL VOTE

MOVER: Michael Kenyon

SECONDER: Dale Berman

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

The Committee returned to open session at 9:46AM on a motion by Surges, second by Berman, roll call vote was taken, unanimous vote.

XIII. Communications

Community Affairs Dir. Metanchuk promoted the new accessibility items on the District's website including a new tag line. She reported that National Night out was a success both at South Elgin and the Judicial Center. The Rusty Rodeo annual event had an estimated 350 attendees. The Kane Forest Preserve Foundation first annual golf outing will take place on September 12th at the Hughes Creek Golf Course.

XIV. President's Comments

Commissioner Juby took a moment to give a shout out to Operations Director Jensen that honored a constituent's request from the Campton Hills equestrian community. President Kious thanked staff for all their assistance with the Carpentersville Rotary Club 5k race that was recently held at Raceway Woods Forest Preserve.

XV. Department Reports

RESULT: ACCEPTED AND PLACED ON FILE BY UNANIMOUS CONSENT

MOVER: Michelle Gumz

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina,

ABSENT: Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young
Ron Ford, Jarett Sanchez, Monica Silva

XVI. Adjournment

The meeting adjourned at 9:55AM.

RESULT: APPROVED BY VOICE VOTE

MOVER: Michael Kenyon

SECONDER: Bill Roth

AYE: Deborah Allan, Mavis Bates, Dale Berman, Mark Davoust, Gary Daugherty, Michelle Gumz, Mo Iqbal, Leslie Juby, Michael Kenyon, Chris Kious, Bill Lenert, Anita Lewis, Michael Linder Myrna Molina, Bill Roth, Cherryl Strathmann, Clifford Surges, Bill Tarver, Vern Tepe, Rick Williams, David Young

ABSENT: Ron Ford, Jarett Sanchez, Monica Silva

Chris Kious, Chairman
Forest Preserve District Commission
Forest Preserve District of Kane County

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary

Myrna Molina
Board Secretary