



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### EXECUTIVE COMMITTEE MINUTES

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#### I. Call to Order

The Forest Preserve District Executive Committee meeting was held Thursday, October 6, 2022 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=\*

There was a change in the agenda order, item: Land Acquisition, was presented after Closed Session.

#### Members Present:

<u>Attendee Name:</u>	<u>Status:</u>
President Chris Kious	Present
Commissioner Dale Berman	Present
Commissioner Barbara Wojnicki	Present
Commissioner Mavis Bates	Present*
Commissioner Drew Frasz	Present*
Commissioner Myrna Molina	Present*
Commissioner Jarett Sanchez	Present*
Commissioner Michael Kenyon	Absent
Commissioner John Martin	Absent

#### Others Present:

Exec. Dir. Meyers; CFO Stanish & staff Petschke; Chief of Planning Rooks-Lopez; Dir. of Ops. Pentecost; Dir. of NRM Haberthur ; Dir. of Comm. Affairs Metanchuk & staff Kovach; HR Dir. Sarro; Chief of Police & Dir. of Public Safety Burger; Recording Secretary Figliozzi.

#### II. Approval of Minutes from September 8, 2022

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

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

*Kim Haag, resident of Elburn and steward of Johnson's mound Forest Preserve, spoke of the updated kiosk signage at Johnson's Mound. She spoke highly of the District and the Natural Resources Director and staff. She noted that the chainsaw education crew was very knowledgeable and commended staff for their timely and pleasant response to all the numerous questions.*

#### IV. Presentation and Approval of Bills and Commissioners' Per Diem from September 2022

**RESULT:** MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM  
**TO:** Forest Preserve District Commission  
**MOVER:** Drew Frasz, Commissioner  
**SECONDER:** Mavis Bates, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

#### V. Finance and Administration

##### A. Presentation and Approval of the 2023 Holiday Schedule

*Exec. Dir. Meyers presented the annual Holiday schedule for approval.*

**DISCUSSION:** None.

**RESULT:** MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM  
**TO:** Forest Preserve District Commission  
**MOVER:** Barbara Wojnicki, Commissioner  
**SECONDER:** Drew Frasz, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

##### B. Presentation and Approval of Surplus Vehicles & Equipment

*CFO Stanish presented the vehicle and equipment surplus.* In 2013, the District began using an online auction house to dispose of surplus vehicles and equipment, with good results. Staff views this process as instrumental in obtaining the best results and numerous bids. Attached is a list of vehicles and equipment that staff requests approval to declare as surplus, for disposal through an online auction service. All proceeds from the auction go into the General Fund under Sale of Material. In calendar year 2021, the District received \$67,866.50 from the online sale of vehicles and equipment.

**DISCUSSION:** Brief discussion occurred, Stanish answered questions from the Committee.

**RESULT:** MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM  
**TO:** Forest Preserve District Commission  
**MOVER:** Dale Berman, Commissioner  
**SECONDER:** Drew Frasz, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

##### C. Presentation and Approval of a Bid to Purchase a Compact Track Loader for North Operations Division

*Chief of Planning and Land Management Rooks-Lopez presented the bid to purchase a compact track loader.* In accordance with the approved 2022/23 fiscal year budget, staff is seeking approval for the replacement of a 1994 Ford backhoe and a 2000 New Holland Tractor with a compact track loader. The new machine will be a Caterpillar 2023 299D3XE compact track loader with hi-flow hydraulics. The District currently owns several hydraulic implements with specific functions (power broom, power rake, trencher, grapple bucket) and can rent others, if necessary, to efficiently tackle projects. Additionally, replacing wheels with tracks will allow for better traction in muddy conditions, will do less damage to the ground and will compact the soil less than the wheeled machines.

The new Caterpillar 99D3XE compact track loader will be procured through the joint-purchasing cooperative with Sourcewell, formerly National Joint Powers Alliance (NJPA), from Altofer Cat of East Dundee, Illinois, in the amount of \$104,890. Funds totaling \$105,000 were budgeted in the 2022/23 fiscal year for the purchase of a track loader for North Operations division. Sufficient funds totaling

\$151,500 are available in the North Operations Machinery & Equipment Account for this expense, totaling \$104,890.

**DISCUSSION:** None.

**RESULT:** **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM**  
**TO:** Forest Preserve District Commission  
**MOVER:** Dale Berman, Commissioner  
**SECONDER:** Barbara Wojnicki, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

**D. Presentation and Approval of a Bid to Purchase a Utility Tractor for the Natural Resource Management Department**

*NRM Dir. Haberthur presented the bid to purchase the utility tractor.* In accordance with the 2022/23 fiscal year budget, staff is seeking approval for the replacement of a 2000 JD 6410 open station utility tractor. After 21 years of service, this utility tractor is in need of replacement. The 6410 was the first tractor purchased by the District capable of operating a 15-foot rotary mower. It has been used extensively since 2001. During the summer months, it is used to mechanically control sweet clover and Canada thistle populations throughout Kane County. It has also proven its worth in the construction of prescribed burn breaks, seeding new prairies, tree planting, and applying herbicides. It is one of NRM's most versatile and valuable pieces of equipment. The 6410's life expectancy has been extended beyond its original 15-year service life. We are fortunate not to have incurred major repair costs to this point. However, it has begun to show signs of its age from heavy use. The tractor has developed minor engine and hydraulic oil leaks in the last couple of years, and more recently has developed an electrical issue which is affecting the flashing lights/turn signals. The tractor sees extensive road travel around the county each year, and its warning lights are critical to its safe use on the roads. At the time of its purchase, the 6410 was a great improvement over other tractors in the District in terms of horsepower and engine-cooling capability.

The 6410 could operate a large mower for hours in the hot, dusty prairie while other tractors would overheat frequently. This increased its productivity immensely. One thing that didn't improve was the work environment for the operator. They still had to deal with the elements; heat compounded by engine heat, cold, dust, pollen, insects, flying debris, noise and occasional precipitation. The replacement for the 6410 will include an enclosed cab to provide a more comfortable, safer work environment for the operator. Bids were sought from eight vendors for a John Deere Powertech 6120E Utility Tractor. The only bid submitted was received from Arends Hogan Walker LLC dba AHW LLC of Champaign, Illinois, for \$82,725.

**DISCUSSION:** *Commissioner Frasz commented on the price, noting the District did well. President Kious agreed and supported staff on their purchase.*

**RESULT:** **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM**  
**TO:** Forest Preserve District Commission  
**MOVER:** Drew Frasz, Commissioner  
**SECONDER:** Dale Berman, Commissioner  
**AYES:** Chris Kious, Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

## E. Presentation and Approval of the Tax Levy for Fiscal Year 23-24

*Interim Chief Financial Officer Petschke presented the tax levy process and the estimated budget for levy purposes. He explained the Ordinances will be presented for approval at the November Full Commission meeting. He discussed the increase in cost and goods in services. The inflation rate increase, currently at 8.3% with the anticipation that inflation will continue to rise.*

Each year the Finance and Administrative Committee determines the direction for the upcoming property tax levy which is then forwarded to the Executive Committee with a budget for levy purposes before going to the Full Commission for approval. Staff requested the most current information from the clerk's office and received the following:

- Rate Setting EAV is estimated at \$17,570,443,952 (final percentage is not determined)
- Preliminary new construction figures for the county are \$146,673,203 (partial year)

The Committee has the following options available regarding the levy.

1. Increase the levy by both CPI and new construction - The levy would increase for CPI by \$376,968, which for the upcoming levy year will be 5%. The increase in the levy due to new construction is estimated between \$65,000 and \$90,000. A Truth in taxation hearing would be required for an increase over 5% in order to comply with State Statute.
2. Increase the levy by CPI only - The levy would increase for CPI by \$376,968.
3. Freeze the levy but allow for new construction - New construction has been relatively steady over the past few years (2019 - \$144 million and 2020 - \$145 million 2021 - \$160 million). The increase in the levy due to new construction is estimated between \$65,000 and \$90,000.

**DISCUSSION:** *President Kious clarified that the motion presented was the recommendation brought forth by the Finance Committee to move forward with Option #1. No further discussion occurred.*

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM</b>
<b>TO:</b>	Forest Preserve District Commission
<b>MOVER:</b>	Dale Berman, Commissioner
<b>SECONDER:</b>	Drew Frasz, Commissioner
<b>AYES:</b>	Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki
<b>ABSENT:</b>	Michael Kenyon, John Martin

## VI. Planning & Utilization

### A. Presentation and Approval of Bids for Tree and Brush Clearing at Burnidge, Grunwald Farms, Big Rock, and Hoscheit Woods Forest Preserves

*Dir. of NRM Haberthur presented the bids for tree and brush clearing. The objectives of these projects are to remove non-native brush and small mesic trees in degraded oak woodlands, with an emphasis on bittersweet, and to greatly reduce their ability to invade the area via seed or re-sprouting. Bittersweet (*Celastrus orbiculatus*) is a woody, perennial vine that grows as a climbing vine, up to 60 feet. As it climbs, the bittersweet overtakes native trees and shrubs, girdling trunks and branches. Dense vines weigh down tree canopies, leading to breakage. Other 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.*

Mechanical removal of these invasive species, combined with chemical follow-up, will help to restore the woods 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. Funds totaling \$100,000 were budgeted in Fiscal Year 2022/23 for tree-thinning projects at several preserves. Funds totaling \$100,000 are available in the Natural Resource Management Tree and Brush Thinning Account to cover all of project 1 (\$52,450) and project 2 (\$24,750) as well as \$22,800 of project 3 for a total cost of \$100,000. Funds totaling \$140,000 were budgeted in Fiscal Year 2022/23 for weed management. Sufficient funds totaling \$102,187 are available in the Natural Resource Management Weed Management Account to cover the \$1,945 remaining on project 3. Funds totaling \$335,000 were budgeted in Fiscal Year 2022/23 for the Big Rock FP Bald Eagle and Wild Turkey Habitat project.

Sufficient funds totaling \$335,000 are available in the Big Rock FP Bald Eagle and Wild Turkey Habitat project, Restoration Account, to cover projects 5, 6, 7, 8, and 9 at a total cost of \$313,482.50. Funds totaling \$200,000 were budgeted in Fiscal Year 2022/23 for the Hoscheit Woods Rusty Patch Bumblebee Habitat project. Sufficient funds totaling \$200,000 are available in the Hoscheit Woods Rusty Patch Bumblebee Habitat project, Restoration Account, to cover project 10 at a cost of \$33,000. This project is made possible by a Department of Commerce and Economic Opportunity (DCEO) Grant which will reimburse the District 100% of funds spent following the completion of the project. Sufficient funds are not available to cover the cost of project 4 at \$24,745. Staff will address this area later, possibly in-house.

**DISCUSSION:** None.

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM</b>
<b>TO:</b>	Forest Preserve District Commission
<b>MOVER:</b>	Dale Berman, Commissioner
<b>SECONDER:</b>	Barbara Wojnicki, Commissioner
<b>AYES:</b>	Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki
<b>ABSENT:</b>	Michael Kenyon, John Martin

**B. Presentation and Approval of a Renewal to the Snowmobile Use Agreement with the Clubs of Region 5 Association of Snowmobile Clubs**

*Chief of Planning and Land Management Rooks-Lopez presented the agreement renewal with the Snowmobile Clubs Region 5. Several preserves, including Burlington Prairie, Muirhead Springs, Hampshire and Bowes Creek Woods, along with a section of the Great Western Trail west of LaFox Road, are open to snowmobiling during winter, when conditions are appropriate. In 2011, the Forest Preserve District of Kane County established a Snowmobile Use Agreement with the Clubs of Region 5 Association of Snowmobile Clubs (Clubs) to permit the Clubs to mark, maintain and operate snowmobile trails within these preserves. Since 2011, the Clubs have been extremely helpful in maintaining these trails as well as patrolling snowmobile use areas. The Clubs also work very closely with local Public Safety departments to provide emergency rescue for motorists stranded during severe snowstorms. Many of the Clubs' members are active participants in the District's Volunteer Snowmobile Safety Patrol. The proposed renewal agreement has been updated to add Bowes Creek Woods Forest Preserve, as well as to extend the length of the term by five years: December 10, 2022 to March 15, 2027. The Use Agreement was reviewed by the District's legal counsel and PDRMA.*

**DISCUSSION:** *Commissioner Bates expressed her concerns with any potential complaints from snowmobile use. Dir. Rooks-Lopez stated she was not aware of any complaints recorded in the past. Commissioner Gumz was in favor of the snowmobile Region 5 Club, asked if the group provided*

tours. President Kious asked about search and rescues. Dir. Rooks-Lopez stated that the Region 5 have been involved in search and rescues in the past.

**RESULT:** **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM**  
**TO:** Forest Preserve District Commission  
**MOVER:** Drew Frasz, Commissioner  
**SECONDER:** Dale Berman, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

## VII. New or Unfinished Business

*None.*

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

The Committee moved into Executive Closed Session at 8:58 AM to discuss land acquisition and license agreements.

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

The Committee returned to Open Session at 9:07 AM on a motion by Frasz, second by Wojnicki, roll call vote was taken, unanimous.

## IX. Land Acquisition

### A. Resolution Approving the Purchase of Two Parcels Totaling Approximately 30.68 Acres Adjacent to Hampshire South Forest Preserve in Hampshire Township

*Exec. Dir. Meyers presented the resolution to acquire.*

**DISCUSSION:** *None.*

**RESULT:** **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM**  
**TO:** Forest Preserve District Commission  
**MOVER:** Jarett Sanchez, Commissioner  
**SECONDER:** Drew Frasz, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

### B. Resolution Approving the Purchase of a Parcel Approximately 100 Acres Adjacent to Hampshire South Forest Preserve in Hampshire Township

*Exec. Dir. Meyers presented the resolution to acquire.*

**DISCUSSION:** *None.*

**RESULT:** **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 10/11/2022 9:00 AM**  
**TO:** Forest Preserve District Commission  
**MOVER:** Jarett Sanchez, Commissioner  
**SECONDER:** Barbara Wojnicki, Commissioner  
**AYES:** Mavis Bates, Dale Berman, Drew Frasz, Myrna Molina, Jarett Sanchez, Barbara Wojnicki  
**ABSENT:** Michael Kenyon, John Martin

## X. Communications

*Community Affairs Dir. Metanchuk shared pictures of the Harvest of the Acorn Moon Event from the District's social media platform Facebook. Metanchuk noted, despite the weather it was a positive*

turnout. The Creek Bend Nature Center will be closed beginning October 10<sup>th</sup> through the 22<sup>nd</sup> for the installation of the new exhibit. Lastly, Metanchuk reported the Ribbon cutting at Settler's Hill Golf Course had a positive attendance.

## **XI. President's Comments**

*President Kious promoted the Senior Stroll event, today at Jon J Duerr Forest Preserve at 10 AM.*

*Commission Sanchez discussed the Election Day 2022 Holiday request that was presented at the Finance and Administration Committee. Sanchez stated that the item was voted down, however he asked the President to entertain the item on the Full Commission agenda for all Board members to deliberate. Commissioner Molina was in favor of the amendment, to include the Election Day 2022 Holiday for the Full Commission meeting. Commissioner Berman was in favor, he felt the discussion should be presented for the full Board.*

*Commissioner Frasz spoke in opposition of the Election Day Holiday, at the Forest Preserve District, he stated the Holiday was passed for Kane County employees as required by state law. Frasz felt that operations did not need to close for Election Day due to increased opportunities provided to vote.*

*Commissioner Strathmann commented, she understood the increase in opportunities to vote, however, it did not seem fair to approve the Holiday for Kane County staff and not District staff. Commissioner Sanchez noted, Kane County offices include the Information Technology (IT) services utilized by the District, staff would not have access to services that day.*

*President Kious stated the Election Day 2022 Holiday item would be presented on the Full Commission agenda for full Board discussion.*

## **XII. Financial Reports**

*Reports A-C were moved together*

### **A. Revenue & Expense Report through August 2022**

### **B. Cash & Investment Report: August 2022**

### **C. Bond Investment Report: August 2022**

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

**XIII. Adjournment**

*The meeting adjourned at 9:21 AM.*

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

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

Respectfully Submitted,

*Gabriella Figliozi*

Gabriella Figliozi  
Recording Secretary