



FOREST PRESERVE DISTRICT OF KANE COUNTY

FINANCE AND ADMINISTRATION COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Finance and Administration Committee meeting was held Tuesday, May 24, 2022 at 2:00 PM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Committee Chair Dale Berman at 2:00 PM.

Remote=*

Members Present:

<u>Attendee Name:</u>	<u>Status:</u>
Chair Dale Berman	Present
President Chris Kious	Present
Commissioner Ron Ford	Present
Commissioner Drew Frasz	Present
Commissioner Vern Tepe	Present
Commissioner Mo Iqbal	Present*
Commissioner Bill Lenert	Present*
Commissioner Cherryl Strathmann	Present*
Commissioner Mark Davoust	Absent

Others Present:

Commissioners Gumz*, Kenyon*; Exec. Dir, Meyers; CFO Stanish & staff Petschke, Marano*; Comm. Affairs Metanchuk & staff Kovach; NRM Dir. Haberthur & staff Rodeghero; HR Dir. Yee; Chief of Police and Public Safety Dir. Burger; Attorney Hodge; Recording Secretary Figliozzi;

II. Approval of Minutes from April 28, 2022

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Vern Tepe, Commissioner
SECONDER:	Ron Ford, Commissioner
AYES:	Dale Berman, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Cherryl Strathmann, Vern Tepe
ABSENT:	Mark Davoust

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

None.

IV. Bids and Proposals

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

Finance Manager Petschke presented the third and final extension to the refuse and recycling contract with Waste Management. In 2017, the District collaborated with Kane County to be included in their bidding process for refuse and recycling services. The original contract was for three years, and the bid included three additional, one-year options, if both parties agreed. Every District 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. The District enjoyed a substantial reduction in services when it joined Kane County on this bid. For this last option year, the County had to negotiate with Waste Management due to rising inflationary pressures combined with increasing petroleum costs. Increases ranged from \$2.35 to \$7.00 per container pickup. The District still believes that the pricing is very competitive, and wishes to remain on the same bidding cycle as the County.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 6/9/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Drew Frasz, Commissioner	
SECONDER:	Cherryl Strathmann, Commissioner	
AYES:	Dale Berman, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Cherryl Strathmann, Vern Tepe	
ABSENT:	Mark Davoust	

V. New or Unfinished Business

A. Presentation and Approval of 2022 Revisions to the Employee Policy Handbook

HR Dir. Yee presented the 2022 revisions to the Employee Handbook. As is best practice, the Human Resources Department has completed a full review of the Employee Policy Handbook. Overall, the intention of the review was to construct a consistent format and terminology throughout the Handbook. In addition, updates were made to policies or procedures to ensure alignment with current practices, policies and laws. Format Changes, Policy Changes, New Language and/or Policies were updated. Staff recommends the Committee approve the 2022 revisions to the Employee Policy Handbook as presented.

DISCUSSION: *Commissioner Iqbal stated he sent an email to Exec. Dir. Meyers, Committee Chair Berman and President Kious regarding his concerns with editorial mistakes and questioned legal verbiage. He stated he would be voting Nay on this item and suggested to appoint a working committee including legal counsel to review the handbook.*

Chair Berman responded that the District has legal representation and legal counsel did review and approved the revisions. Berman stated that the item can be approved today with further discussion going forward. HR Dir. Yee clarified, the District's legal counsel, Laner Muchin Ltd., same law firm contracted with Kane County, reviewed and approved the entire Handbook in 2019 and reviewed these revisions presented. The District's risk management agency PDRMA was also included in the review. Comm. Iqbal requested a word version of the handbook to include his comments.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [7 TO 1]	Next: 6/9/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Bill Lenert, Commissioner	
SECONDER:	Ron Ford, Commissioner	
AYES:	Dale Berman, Ron Ford, Drew Frasz, Bill Lenert, Cherryl Strathmann, Vern Tepe	
NAYS:	Mo Iqbal	
ABSENT:	Mark Davoust	

Commissioner Lenert voted Aye on the item, with the stipulation that any changes be made prior to the Full Commission meeting.

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

The Committee moved into Executive Closed Session at 2:18 p.m. on a motion by Frasz, second by Lenert to discuss license agreements and potential litigation.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Drew Frasz, Commissioner
SECONDER: Bill Lenert, Commissioner
AYES: Dale Berman, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Cherryl Strathmann, Vern Tepe
ABSENT: Mark Davoust

The Committee returned to Open Session at 2:53 p.m. on a motion by Frasz, second by Ford. Roll Call vote was taken, unanimous.

VII. Communications

None.

VIII. Chairman's Comments

None.

IX. Adjournment

The meeting adjourned at 2:55 pm.

RESULT: ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER: Drew Frasz, Commissioner
SECONDER: Ron Ford, Commissioner
AYES: Dale Berman, Ron Ford, Drew Frasz, Mo Iqbal, Chris Kious, Bill Lenert, Cherryl Strathmann, Vern Tepe
ABSENT: Mark Davoust

Dale Berman, Chairman
Forest Preserve District Finance and Administration Committee
Forest Preserve District of Kane County

Respectfully Submitted,

Gabriella Figliozi

Gabriella Figliozi
Recording Secretary