

FOREST PRESERVE COMMITTEE MINUTES FROM DECEMBER 7, 2012

PRESENT: Committee members, S. Ballard, S. Banaszek, M. Burns, D. Adams, V. Dueysen, K. Maranda and R. Simmer.

ABSENT: G. Shelton.

ALSO PRESENT: Jeff Craver, Director; Doug Wells, Director of Golf; Marc Heinzman, Zoo Director; Scott White, Illiniwek Ranger; Ben Mills, Ranger, Loud Thunder; April Palmer, County Auditor; Richard Brunk, County Board member; Bob Bigford, Hans Hunecke; Cathy Bizarri and Bob Westpfahl.

Chairman Ballard called the monthly meeting of the Forest Preserve Committee to order at 3:00 PM on Friday, December 7, 2012, in the County Board Office on the second floor of the County Building, Rock Island, Illinois

Chairman Ballard called for a motion approving the November Committee meeting minutes.

MOTION: Mr. Maranda moved to approve the minutes. Dr. Simmer seconded the motion. Motion carried.

Chairman Ballard called for a motion to approve the claims for the Forest Preserve Fund in the amount of \$102,849.58, the Niabi Zoo Fund claims in the amount of \$97,202.11 and the Liability Insurance Fund claims in the amount of \$3,583.47

MOTION: Mr. Dueysen moved to approve the claims. Dr. Simmer seconded the motion. Motion carried.

Chairman Ballard called for a motion to approve the Transfers of Appropriation in the Liability Insurance Fund and the Niabi Zoo Fund.

MOTION: Dr. Simmer moved to approve the Transfers. Mr. Adams seconded the motion. Motion carried.

Chairman Ballard called for approval of a Resolution transferring \$1,661.40 from unappropriated Forest Preserve General Funds.

MOTION: Dr. Simmer moved to approve the Resolution. Mr. Dueysen seconded the motion. Motion carried.

Chairman Ballard called for approval of a Resolution transferring \$25,000 from unappropriated Liability Insurance Funds.

MOTION: Dr. Simmer moved to approve the Resolution. Mr. Maranda seconded the motion. Motion carried.

Chairman Ballard called for approval of a Resolution loaning \$25,000 to the Liability Insurance Fund.

MOTION: Mr. Maranda moved to approve the Resolution. Dr. Simmer seconded the motion. Motion carried.

Chairman Ballard called approval of a Resolution regarding designated banking facilities.

MOTION: Dr. Simmer moved to approve the Banking Resolution. Mr. Burns seconded the motion. Motion carried.

Chairman Ballard called for a motion to approve an "Intergovernmental Agreement regarding Hotel/Motel Tax"

MOTION: Dr. Simmer moved for approval of the Hotel/Motel Agreement. Mr. Dueysen seconded the motion. Motion carried.

Ms. Palmer explained to the committee that there were some minor changes to the outside audit. The first correction is to the members of the board and appointed members for the duration of the fiscal year. The second correction is on the numbers for the commission's covered payroll retirement package.

Chairman Ballard asked the Auditor, Ms. Palmer, to provide the reports that she prepares for the other committees for the next month's committee meeting.

Chairman Ballard called for a motion to take the Outside Audit off display with minor changes to be approved by the full Board on December 18th.

MOTION: Dr. Simmer moved for approval to take the outside Audit off display with minor changes. Mr. Dueysen seconded the motion. Motion carried.

Chairman Ballard stated to the committee that he had reviewed the non-bargaining unit's employees evaluations, and that all are completed and satisfactory. Chairman Ballard called for a motion to approve the evaluations.

MOTION: Mr. Maranda moved for approval of the evaluations. Mr. Simmer seconded the motion. Motion carried.

Chairman Ballard called on Mr. Bob Bigford who addressed the committee regarding being refunded greens fees for season pass holders who participate in private golf outings at Indian Bluff Golf Course. Mr. Bigford believes that they should not have to pay greens fees when they play in private golf outings and would like to see monies refunded if and when a pass player plays in a private golf outing.

Chairman Ballard responded that he will talk to staff and that staff will give him an answer by the end of next week on his request.

Chairman Ballard called on Doug Wells for the Indian Bluff Golf Course report. Mr. Wells reported that staff is performing routine maintenance to the golf course and equipment. The Golf Course is currently closed, however the club house is open for those who wish to purchase season pass sales or gift certificates.

Chairman Ballard called on Scott White for Illiniwek report. Mr. White reported that staff is performing routine maintenance and that he has received a few quotes on installing acrylic panels in the two shower buildings to address the mold issue reported at last month's meeting. The quotes to install new acrylic panels range between \$1,800 and \$3,000 per shower stall. There are a total of 8 shower stalls. Mr. White also noted that staff would be able to tile it if they would like to move forward with that option. That cost would, in his opinion, be roughly half the cost of the acrylic panel option as staff would perform the labor.

Mr. Craver suggested contacting Estes Construction to see what options they suggest and about getting the project bid with acrylic being the first option and other solutions could be added as alternates. In addition to correcting the shower mold issue Estes Construction could also see about addressing the ADA accessibility issues stated in the District's Accessibility Audit and Transition Plan.

The committee agreed to hear what recommendations Estes Construction provides at the next meeting.

Chairman Ballard called on Marc Heinzman for the Niabi Zoo report.

Mr. Heinzman stated that the Niabi had its last function open to the public December 1, 2012 with a "Breakfast with Animals" Christmas themed event. All who participated enjoyed themselves. Mr. Heinzman stated that Niabi had over 256,000 visitors this year, which is a record. Staff is in the process of coordinating a 2013 schedule of events.

Chairman Ballard called on Ben Mills for the Loud Thunder report.

Mr. Mills reported that staff is splitting firewood and performing other tasks, such as installing new gates at park entries and hauling rock for campsites and other purposes. Staff has spent a considerable amount of time collecting trash near campsites now that the foliage is off the trees. Staff is also removing dead or hazardous limbs throughout the park. Mr. Mills will present a forest management plan to the committee next month and intends to do some tree harvesting if the weather permits this year. The archery program has taken 26 deer to date. Mr. Mills stated that the Lake George concessioner is currently having some paperwork issues however he plans on being open on April 1, 2013 to fulfill his one year contract.

Chairman Ballard called on Jeff Craver for the Director's report.

Mr. Craver requested to hire Cassie Sullivan as temporary replacement at \$14.62 per hour for 20 hours a week until a fulltime replacement for the Forest Preserve Office Administrative Assistant is in place.

MOTION: Mr. Maranda moved to approve hiring Cassie at her current rate, not to exceed 20 hours per week. Mr. Simmer seconded the motion. Motion carried.

Mr. Craver requested committees phone numbers and email addresses in case there is a need for himself or staff to contact them regarding District business. Mr. Craver explained the site inspection schedule and claim review process that was in the committee's packet.

Chairman Ballard called for a motion to approve all reports.

MOTION: Mr. Maranda moved to approve all reports. Mr. Dueysen seconded the motion. Motion carried.

Chairman Ballard called for a motion to adjourn.

MOTION: Mr. Maranda moved to adjourn the meeting. Mr. Dueysen seconded the motion.

Adjourned the meeting at 3:53 PM.

Submitted by:

S. A. Gianulis
Administrative Assistant