

Boone County Conservation District
Minutes of the Meeting of February 20, 2018

Index

Roll Call and Call to Order	I
Minutes	II
Minutes of the January 16, 2018 meeting	
Financial Reports	III
January 2018	
Public Input	IV
Reports	V
District Affairs	VI
<ul style="list-style-type: none">• Long Prairie Trail Rehab Project• Illinois Clean Energy Land Acquisition Grant• Groundwater Protection Initiative• Technical Support with the Solar Energy Facilities Ordinance for Boone County• 2018/19 Budget	
Accounts Payable	VII
Board Member Comments	VIII
Adjournment	IX

Boone County Conservation District Meeting

February 20, 2018

Meeting Minutes

I. Roll Call and Call to Order

The regular meeting of the Boone County Conservation District Board of Trustees was called to order by Board President Mike Petersen at 4:00 p.m. on Tuesday, February 20, 2018 at the Gustafson Nature Center, 603 N. Appleton Rd., Belvidere, IL.

Roll call was taken, and the following board members were present: Katie Rudy, Matt Bullard, Mike Petersen and George Thomas. Board member Sean Beckmann was absent. Also present were Dan Kane, Mick Johnston, Attorney Loos, Cathie Johnson, Tina Dawson, Pam Stock, Nick Sheppard, AJ Barker and William Glass of First Midstate Inc.

II. Minutes

January 16, 2017 Meeting

Katie Rudy motioned, and George Thomas seconded that the minutes of the January 16, 2018 meeting be approved as presented.

Poll votes were:	George Thomas - aye	Katie Rudy – aye
	Matt Bullard – aye	Mike Petersen - aye

Motion approved.

III. Financial reports

Financial reports for January 2018 were filed subject to audit.

IV. Public Input

No public was present.

V. Staff Reports

Employees had nothing to add to their reports.

It was the consensus of the board to move the Long Prairie Trail Rehab to the front of the District Affairs.

VI. District Affairs

Long Prairie Trail Rehab Project

William Glass of First Midstate addressed the board concerning financing options for the LPT rehab project.

The board thanked Mr. Glass for his time and information.

No action was taken.

Illinois Clean Energy Community Foundation – Land Acquisition Grant

George Thomas motioned, and Matt Bullard seconded that the District proceed with the grant application to purchase of the site adjacent to the Long Prairie Trail from Openlands at a cost not to exceed \$151,00.00 less the value of the conservation easement. The District will also pay for the survey and closing costs.

Poll votes were:	George Thomas - aye	Katie Rudy – aye
	Matt Bullard - aye	Mike Petersen – aye

Motion approved.

Groundwater Protection Initiative

Director Kane requested that this matter be postponed until next month’s meeting.

Technical Support with the Solar Energy Facilities Ordinance for Boone County

There has been no feedback from the county on this matter currently.

2018/19 Budget

The preliminary budget was distributed to the board members. Director Kane asked that the trustees look it over and get in touch with him if they have any questions. The budget will be converted to ordinance form for next month’s meeting.

VII. Accounts Payable

George Thomas motioned, and Matt Bullard seconded that the District pay the payables due through February 20, 2018.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Matt Bullard - aye Mike Petersen - aye

Motion approved.

VIII. Board Comments

There were no comments from the board.

IX. Adjournment

Matt Bullard motioned, and Katie Rudy seconded that at the hour 5:30 p.m. the meeting be adjourned.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Matt Bullard - aye Mike Petersen - aye

Motion approved.

President

Secretary

BOONE COUNTY CONSERVATION DISTRICT
SUMMARY REPORT for the Board of Trustees
MONTH ENDING JANUARY 31, 2018

	Checking	Payroll	Alpine Invest Fund
Beginning Balance	6,559.37	50,916.48	1,869,006.91
Revenues	1,846.38		12,606.00
Expenditures	29,305.16	41,772.54	2,230.24
Transfer In	72,000.00	44,083.52	
Transfer Out	44,083.52		75,000.00
Ending Balance	7,017.07	53,227.46	1,804,382.67

Boone County Conservation District
Income Statement
For the Ten Months Ending January 31, 2018

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference
Revenues				
PROPERTY TAXES	0.00	1,082,736.41	1,076,481.00	(6,255.41)
REPLACEMENT TAXES	8,835.46	57,581.68	82,500.00	24,918.32
INTEREST INCOME	3,502.65	15,147.36	11,500.00	(3,647.36)
Dog Tag Sales	981.88	4,115.77	5,000.00	884.23
RENT/LEASE	0.00	5,395.42	0.00	(5,395.42)
HUNTING PROGRAM	0.00	3,000.00	2,450.00	(550.00)
FIREARM HUNT	0.00	1,432.00	1,550.00	118.00
ANNUAL BCCD DINNER/BANQUET	0.00	0.00	8,000.00	8,000.00
ETHNIC GARDENS	0.00	0.00	2,000.00	2,000.00
NATURE'S WINDOW	342.50	6,216.24	7,500.00	1,283.76
OTHER REVENUES	0.00	11,155.95	3,500.00	(7,655.95)
SUMMER CAMP PROGRAMS	0.00	13,900.59	16,000.00	2,099.41
SCHOOL EDUCATION PROGRAMS	337.00	3,607.00	6,000.00	2,393.00
PUBLIC EDUCATION PROGRAMS	185.00	565.36	1,000.00	434.64
AUTUMN PIONEER FESTIVAL	0.00	9,492.81	12,500.00	3,007.19
FINES AND TICKET PAYMENTS	0.00	70.00	500.00	430.00
Brown Park & Cons. Area	0.00	5,664.50	6,000.00	335.50
BC Community Foundation	0.00	8,609.16	8,500.00	(109.16)
REVENUE TOTAL	\$ 14,184.49	\$ 1,228,690.25	\$ 1,250,981.00	22,290.75

As of: January 31, 2018

GI Account Summary Report
Boone County Conservation District

<u>Account Number</u>	<u>Account Description</u>	<u>Current Period</u>	<u>Year to Date</u>	<u>Appropriation</u>	<u>Remaining</u>	<u>% used</u>
LAW ENFORCEMENT						
4000	CONTRACT (salaries, benefits)	\$ 0.00	\$ 5,000.00	\$ 5,000.00	0.00	100.00
4005	Contract with Boone County	0.00	5,000.00	5,000.00	0.00	100.00
4020	COURT COSTS	0.00	0.00	600.00	600.00	0.00
	Totals	0.00	10,000.00	10,600.00	600.00	94.34
PROFESSIONAL SERVICES						
4500	PROFESSIONAL FEES AND SE	1,668.48	42,035.68	48,200.00	6,164.32	87.21
	Total	1,668.48	42,035.68	48,200.00	6,164.32	87.21
ADMINISTRATIVE EXPENSES						
5010	ADM. WAGES & SALARIES	18,962.66	220,899.33	247,205.00	26,305.67	89.36
5050	PAYROLL TAXES	1,541.18	18,449.03	18,911.18	462.15	97.56
5055	IMRF EXPENSE	2,369.99	25,555.66	28,517.34	2,961.68	89.61
5056	HEALTH INSURANCE	2,209.97	23,417.63	24,296.00	878.37	96.38
5057	Health Ins. Reim. Fund	148.94	766.08	20,000.00	19,233.92	3.83
5060	PROPERTY TAXES	0.00	8,529.60	12,000.00	3,470.40	71.08
5061	Property Mortgage	0.00	5,000.00	5,000.00	0.00	100.00
5080	TELEPHONE AND UTILITIES	1,451.96	17,247.51	24,000.00	6,752.49	71.86
5100	OFFICE EXPENSES AND SUPP	146.69	4,472.51	6,000.00	1,527.49	74.54
5110	INSURANCE	1,379.00	61,620.85	77,000.00	15,379.15	80.03
5120	UNIFORMS	0.00	138.75	1,200.00	1,061.25	11.56
5135	CONF./TRAINING	125.00	7,270.28	8,275.00	1,004.72	87.86
5140	DUES	2,245.27	3,422.27	6,095.00	2,672.73	56.15
5146	COPY MACHINE LEASE & PRI	721.18	7,934.80	8,500.00	565.20	93.35
5155	EQUIP. PURCHASE	0.00	985.37	7,000.00	6,014.63	14.08
5156	EQUIPMENT REPAIR	0.00	0.00	1,000.00	1,000.00	0.00
5160	MISCELLANEOUS	0.00	4,238.00	12,700.00	8,462.00	33.37
5162	MEMORIALS	0.00	192.50	400.00	207.50	48.13
5163	Public Relations & Information	0.00	8,420.39	22,400.00	13,979.61	37.59
5164	Cultural Heritage Garden Progr	0.00	486.65	3,550.00	3,063.35	13.71
5165	Volunteer Resources	0.00	1,073.45	4,800.00	3,726.55	22.36
5166	Public Outreach & Programming	253.10	1,308.98	1,700.00	391.02	77.00
5167	Riffes & Eddies	43.25	729.92	7,000.00	6,270.08	10.43
5168	Nature's Window	1,405.27	5,096.63	11,600.00	6,503.37	43.94
5180	Autumn Pioneer Festival	65.96	14,559.83	16,500.00	1,940.17	88.24
	Totals	33,069.42	441,816.02	575,649.52	133,833.50	76.75
LAND MAINTENANCE						
6305	WAGES - MAINTENANCE	6,447.00	90,059.31	132,790.00	42,730.69	67.82
6310	PAYROLL TAXES - MAINT.	512.96	8,425.08	10,158.44	1,733.36	82.94
6311	HEALTH INSURANCE	1,736.13	12,639.75	18,796.00	6,156.25	67.25
6312	IMRF EXPENSE	654.53	4,902.54	9,694.77	4,792.23	50.57
6325	BLDG. LANDSCAPE MAINT.	413.63	39,301.51	47,800.00	8,498.49	82.22
6330	UTILITIES	693.84	5,486.41	9,700.00	4,213.59	56.56
6340	FUEL	1,118.18	10,461.34	16,000.00	5,538.66	65.38
6350	LPT MAINTENANCE	0.00	831.71	25,000.00	24,168.29	3.33
6370	EQUIPMENT PURCHASE	0.00	0.00	2,200.00	2,200.00	0.00
6383	EQUIPMENT REPAIR	2,280.29	7,820.84	25,750.00	17,929.16	30.37
6384	EQUIPMENT RENTAL	1,180.00	1,281.65	2,000.00	718.35	64.08
6385	SMALL TOOLS AND SUPPLIES	314.50	6,203.87	16,950.00	10,746.13	36.60
6386	UNIFORMS	0.00	332.00	2,550.00	2,218.00	13.02
6395	OTHER	0.30	892.50	2,500.00	1,607.50	35.70
	Totals	15,351.36	188,638.51	321,889.21	133,250.70	58.60
EDUCATION DEPARTMENT EXPENSES						
7605	SALARIES/WAGES - EDUCATI	4,697.14	69,118.25	82,765.00	13,646.75	83.51
7610	PAYROLL TAXES	383.36	6,214.46	6,331.52	117.06	98.15

As of: January 31, 2018

GI Account Summary Report
Boone County Conservation District

<u>Account Number</u>	<u>Account Description</u>	<u>Current Period</u>	<u>Year to Date</u>	<u>Appropriation</u>	<u>Remaining</u>	<u>% used</u>
7611	HEALTH INSURANCE	868.07	5,071.37	9,398.00	4,326.63	53.96
7612	IMRF EXPENSE	489.74	5,372.18	6,049.34	677.16	88.81
7615	CAMP PROGRAMS	0.00	8,546.25	12,000.00	3,453.75	71.22
7620	SCHOOL EDUCATION PROGR	119.92	1,465.80	4,000.00	2,534.20	36.65
7625	PUBLIC EDUCATION PROGRA	0.00	611.83	1,500.00	888.17	40.79
7630	UNIFORMS	0.00	175.95	250.00	74.05	70.38
7635	EQUIPMENT	0.00	0.00	650.00	650.00	0.00
7640	DISPLAYS	85.88	2,067.60	3,000.00	932.40	68.92
7645	OTHER EXPENSES	24.95	89.28	500.00	410.72	17.86
	Totals	6,669.06	98,732.97	126,443.86	27,710.89	78.08
TOTAL CAPITAL IMPROVEMENTS						
	Totals	0.00	0.00	0.00	0.00	0.00
NATURAL RESOURCE MANAGEMENT						
9504	SALARIES	8,067.42	100,778.86	128,880.00	28,101.14	78.20
9511	PAYROLL TAX	637.72	8,637.22	9,859.32	1,222.10	87.60
9514	UNIFORMS	346.84	1,432.34	2,000.00	567.66	71.62
9515	HEALTH INSURANCE	1,736.12	18,509.00	18,796.00	287.00	98.47
9520	IMRF EXPENSE	882.56	9,441.86	10,900.80	1,458.94	86.62
9524	ECOLOGICAL RESTORATION	1,393.96	4,560.66	18,000.00	13,439.34	25.34
9530	EQUIPMENT/SUPPLIES	1,131.66	2,492.60	13,450.00	10,957.40	18.53
	Totals	14,196.28	145,852.54	201,886.12	56,033.58	72.24
	Totals	\$ 70,954.60	\$ 927,075.72	\$ 1,284,668.71	357,592.99	72.16

Boone County Conservation District
 General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1165-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1165-9	1/1/18			Beginning Balance			3,602.87
ENGELSEN MEMORIAL	1/1/18		GENJ	INTEREST	0.31		
				Current Period Change	0.31		0.31
	1/31/18			Ending Balance			3,603.18

Boone County Conservation District
General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1200-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
1200-9	1/1/18			Beginning Balance			216,763.62
Wetland Mitigation	1/1/18		GENJ	INTEREST	9.21		
				Current Period Change	9.21		9.21
	1/31/18			Ending Balance			216,772.83

**Boone County Conservation District
General Ledger**

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria Includes: 1) IDs: 1060. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jml	Trans Description	Debit Amt	Credit Amt	Balance
1060	1/1/18			Beginning Balance			27,066.24
Operational Fund	1/1/18		GEN	TRANSFER TO C		72,000.00	
	1/1/18		GEN	TRANSFER IN FR	75,000.00		
	1/1/18		GEN	INTEREST	2.65		
				Current Period Cha	75,002.65	72,000.00	3,002.65
	1/31/18			Ending Balance			30,068.89

Boone County Conservation District
 General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1160-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1160-9	1/1/18			Beginning Balance			450,307.65
CASH IN BANK-CROW'S	1/1/18		GENJ	Chg in accrued income	20.34		
	1/1/18		GENJ	Dividend	6.05		
	1/1/18		GENJ	Other asset activity	59.15		
	1/1/18		GENJ	Interest	956.25		
	1/1/18		GENJ	Chg in unrealized gains/		324.74	
	1/1/18		GENJ	Fees		112.36	
				Current Period Change	1,041.79	437.10	604.69
	1/31/18			Ending Balance			450,912.34

Boone County Conservation District
General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1160. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1160	1/1/18			Beginning Balance			1,869,006.91
ALPINE INVEST. ACCT	1/1/18		GENJ	TRANSFER TO OP F		75,000.00	
	1/1/18		GENJ	Interest	3,500.00		
	1/1/18		GENJ	Chg in unrealized gains/		1,764.14	
	1/1/18		GENJ	Chg in accrued income	197.59		
	1/1/18		GENJ	Replacement Tax	8,835.46		
	1/1/18		GENJ	Other asset activity	53.14		
	1/1/18		GENJ	Fees		466.10	
	1/1/18		GENJ	Dividend	19.81		
				Current Period Change	12,606.00	77,230.24	-64,624.24
	1/31/18			Ending Balance			1,804,382.67

Boone County Conservation District
General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1080. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1080	1/1/18			Beginning Balance			14,855.16
RESERVATION ACCOU	1/1/18	PNCSC0118	CDJ	PNC		13.34	
				Current Period Change		13.34	-13.34
	1/31/18			Ending Balance			14,841.82

Boone County Conservation District
 General Ledger

For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: 1) ID: 1100-8. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1100-8	1/1/18			Beginning Balance			648,722.74
CHECKING-RESTRICTE	1/1/18	1331	CDJ	Cardmember Service		217.57	
				Current Period Change		217.57	-217.57
	1/31/18			Ending Balance			648,505.17

Monthly Report February 2018

Dan Kane, Executive Director

Previous Issues & Activities:

Grant Updates:

- **Illinois Clean Energy Community Foundation – Land Acquisition Grant**

An application is being prepared and will be submitted by the February 22nd grant application deadline. The grant will seek funding to purchase 24.32-acres of land adjacent to the Long Prairie Trail. An appraisal has been completed and the seller has verbally agreed to an offer made by Openlands. The BCCD will purchase the site from Openlands for the fee simple value of the property, less the appraised fair market value associated with the rights reserved in a conservation easement to be held by Openlands. Openlands has extended a purchase agreement to the seller, the BCCD may be asked to split the upfront earnest money (\$3,000) with Openlands. *(This issue will be on the board meeting agenda for discussion and/or action.)*

Easement/License Agreement Request(s): There is no new information to report.

Proposed Land Donations: There are no new items to report under this topic.

Parks & Conservation Foundation:

The foundation continues to implement the six grant awards from the Illinois Clean Energy Community Foundation. Attached with this report is a media release that describes the upcoming Parks & Conservation Foundation public events that are part of the six grants. Please consider joining or even assisting with these events as part of your involvement as a BCCD Trustee.

Farm City Elevator – Request: No Change - the status of this request remains on hold. The unauthorized conversion of use requires a list of things be done. The Illinois Department of Natural Resources has inquired twice about the status of the BCCD's efforts to purchase replacement property to address the unauthorized conversion of use issue. An update on the status of this effort has been provided to IDNR.

Groundwater Protection Initiative: A short PowerPoint presentation on the status of this effort will be given at the board meeting. The purpose of providing this presentation is to inform the board about the importance of this issue and initiate some discussion about contributing some funds to demonstrate local financial support for the proposed geologic studies recommended by the Illinois State Geological Survey and the United States Geological Survey and the Prairie Research Institute affiliated with the University of Illinois at Champaign. *(This issue will be on the board meeting agenda for discussion and/or action.)*

LPT Rehabilitation Project: William Glass with First Midstate Inc., will provide the BCCD board of trustees with a review of financial options – such as alternative revenue bonds and certificate of debt to fund the upcoming LPT rehabilitation project. Mr. Glass will answer questions and explain how First Midstate can assist with this aspect of the project.

An application to the IDNR's Recreational Trails Program Grant is being completed. If successful, this a grant award could fund up to \$200,000 of the cost of this project. *(This issue will be on the board meeting agenda for discussion and/or action.)*

Kishwaukee River – Managing Public Access: There is no new information to report.

TerraNavigator Solar Project Proposal – Spencer Landfill: The project is now in the detailed analysis phase. The lease option agreement has been signed and facilitated the ability for TerraNavigator to move forward with their assessments and interaction with ComEd.

Boone County Request for BCCD Technical Support with Solar Energy Facilities Ordinance: The Boone County Planning Department and the Boone County Building Inspector's Office are now moving the information provided by the BCCD through the County's review process for the ordinance. BCCD still needs to prepare additional support materials, offer technical review and input on specific elements, and determine a fee schedule to compensate the BCCD for any/all responsibilities associated with the implementation of this ordinance once the County adopts one. *(This issue will be on the board meeting agenda for discussion and/or action.)*

New Issues & Activities:

2018 – 2019 Budget: The BCCD staff has prepared a proposed budget for the upcoming fiscal year. The draft of this budget is included with the February board meeting packet. Please note that you can use the monthly financial report to compare line items between the current fiscal year's budget and the proposed FY 2019 budget. The attached draft budget provides much more detail than the line item financial report, but it does allow you to compare the primary changes. Also note that the FY 2019 draft budget includes the Long Prairie Trail Rehabilitation Project that proposes to replace three bridges and rehabilitate the trail to a compacted aggregate surface between Beaverton Road and Capron Road. There are two proposed methods of financing this project – a certificate of debt and an alternative revenue bond. William Glass with First Midstate will attend the board meeting to discuss these options. *(This issue will be on the board meeting agenda for discussion and/or action.)*

*Remember to check the BCCD Website for new programs and activities! The web address is: www.bccdil.org. *Please feel free to call me in advance of the meeting if you have questions about anything in this report, the accompanying documents, or about a district related issue. Thank you!*

Monthly Report February 2018

Director of Operations Mick Johnston

Parks and Conservation Foundation and Illinois Clean Energy Grants



Group Photo



3-4:30pm adult hike



4-4:15pm alternative hike



5-7pm owl hike

Ipsen road & Newburg Village Conservation Areas Hikes

These hikes are part of a series to receive Grants from Illinois Clean Energy. The first phase was the purchase of new signs to identify the sites. The second phase was to hold an event at each of the sites. The third phase is to purchase some new picnic tables/gravel for parking or new kiosks. Each of these two sites (Newburg Village and Ipsen) will receive 4 new tables. This event was held on February 3rd. It was an awesome turnout! There were about 45 people in attendance for each of the hikes (not all the same people). Between the first and second hike a lunch was provided as part of the grant.



Coon Creek Casters Ice Fishing

On February 3rd The Casters held their yearly Ice Fishing Event. For the first time in several years there was enough ice for the event. It is held in the first pond at Spencer. About fifty attended. The children were taught how to ice fish and received hot dog and drinks. The kids had a great time.



IPARKS

Our insurance carrier has designated the Boone County Conservation District as an **Exemplary IPARKS Member!** It is a reward given to members who have contributed to the success of IPARKS by achieving a qualifying favorable loss ratio. We get a 10% deduction and a guarantee for the same rate for three years! Our continued efforts for a safe accident free workplace, with safe programs, and great training have been recognized! Our effort rewarded! Great job everyone!

Coon Creek Casters

Some members from the Casters met with me about some possibilities of the club needing a place for the storage of items for their fishing events. The club wants to possibly build a storage area near our maintenance area. I reminded them that we have several storage areas at other sites (Kishwaukee Valley, and County Line Road) that might suit their needs (they are an organization that partners with us many ways). They were going to take their options back to club to present them. The options are 1. Build 12'x32' shed with concrete floor and electric, 2. Using the barn at Kishwaukee Valley or 3. Remodeling the building at County Line Road as a combination meeting space, storage, picnic and fishing area.

**Boone County Conservation District
Maintenance Board Report
Presented to the B.C.C.D. Board of Trustees on February 20th 2018**

GUSTAFSON NATURE CENTER

The Maintenance Department installed a propane furnace in the greenhouse behind the Gustafson Nature Center.

- The unit will ensure a warm enough temperature to begin planting earlier in the year.
- The furnace operates on propane which is supplied and maintained by Hicks Gas.

MAINTENANCE FACILITY

The Maintenance Department installed 4 new LED High bay lights in the main shop area.

- These lights replaced the outdated mercury halide lights that seemed to be original to the building.
- The new lights operate on less than 50% of prior electric use and provide a far brighter environment.

COON CREEK CASTERS ICE FISHING EVENT

The ice fishing event was held of Feb. 3rd for the first time in 6 years.

- Maintenance division assisted with ice monitoring as well as parking set up and trash removal.
- The event was successful and the Casters were appreciative of the help.

EQUIPMENT REPAIR/MAINTENANCE

Typical preventative maintenance has been completed on several vehicles and equipment.

- The 1994 Chevrolet S-10 was returned to service. It required 3 new brake lines and a new fuel tank. Work was completed in house by maintenance staff.
- The 2016 F-250 had a small dent and bumper repaired by Jack Barnes Automotive in Belvidere.
- The lawn mower trailer is undergoing a refurbish which includes new lumber decking, paint and wiring. All work is being performed in house and will insure several more years of use.
- Back up alarms were installed on both Ford Rangers. This will ensure safe operation when backing.

TUTTLE CLARKSON NATURAL AREA

Maintenance Division performed routine trail maintenance and clearing.

- An existing boardwalk that had failed was removed.
- A new trail around the area was established in 2017.

BEAVER BLUFFS C.A.

Some minor/temporary repairs were made to the flue of the wood burning stove in the shelter.

- The existing flue will need to be replaced after the heating season to avoid further failure.

SNOW REMOVAL

There have been a several snow events the past month.

-Natural Resources has assisted with snow removal on several occasions and is greatly appreciated.

Monthly Report

By: Joshua Sage

Natural Resources Management Department

February 2018

1. Seed Harvest and Seeding

- All 2017-2018 seeding projects are completed.
- Winter 2018-19 seed mixes are being created and cold stored.

2. Blanding's Turtles

- Turtles are hibernating

3. John Todt Memorial Project – Spencer Conservation Area

- This project is a two-acre riparian woodland restoration.
- The NRM department is very excited and honored to be working on this project.
- Invasive tree and brush removal has started.

4. Piskasaw Fen Mitigation

- A native ground cover has been planted this winter on snow. The freezing temperatures and snow cover made for ideal conditions.
- All plantings for this project are done.
- Weed control will start this coming growing season.
- Floral inventories will follow.

5. Piskasaw Fen Conservation Area

- Staff are using the forestry mower to mow areas of the fen that contain encroaching invasive species.
- The frigid temperatures have made it possible to access areas usually too wet for equipment access.
- Volunteers are helping remove invasive brush in areas the forestry mower still cannot access. This is due to groundwater seeping and never freezing.

6. Kinnikinnick Creek Conservation Area – USFWS Habitat Enhancement Project

- This project will create 17 acres of short grass prairie, shrub land, and oak savanna.
- Tree and brush removal is still going on and will continue into March.
- Joel Neylon, an avid birder and BCCD staff member is collecting baseline bird data for this project as time allows.

7. Native pollinator plantings at the office and APF grounds

- Weed control will continue next growing season.
- These sites will be used for education purposes as well as a seed source for milkweed and nectar plants of the Monarch butterfly.

8. Flora Prairie Nature Preserve

- Invasive tree and brush control is being completed throughout the preserve.

9. Distillery Conservation Area

- Black Locust control within grasslands and savannas throughout the conservation area.

10. Tuttle Clarkson

- Invasive tree and brush removal in areas that are invading the high-quality sedge meadow.

Education Department

February 2018 Board Report

School Programs

- 1st grade programs are scheduled every day for the rest of the month.
- Our new Kindergarten program will start next month.
- Tina is meeting with BHS Envirothon team once a week.
- Tina has been asked to help start an environmental club at Meehan.

Public Programs

- Tina has a Black Bear presentation on February 21st. You should come!

Scouts

- Pat has been working on a new Cub Scout program.

Camp

- Training dates, canoe trip dates, and pool time for camp has been scheduled.

Meetings/Conferences

- Tina attended EEAI Board meeting in Urbana.
- Pat & Tina attended IACD Conference at Starved Rock.
- Current chair for EEAI Conference in March in Peoria.

Other

- Continuing to update education and scout programs information.
- Budget for education department and summer camp was submitted.

Board Report February 2018
Special Events and Public Outreach Manager

I will be a presenter at a panel discussion at the IACD Conference in Feb.

We have received the grant for the Comcast Cares Day Community Earth day Cleanup (aka LPT Cleanup). I am waiting for the registration page to open and then I will send an email blast to past volunteers and add an event to Facebook and our website. Comcast is trying to set up the registration so that we will be able to see contact information for anyone who registers online. Because of a program glitch on their end last year BCCD was unable to access that information. Fixing this will enable registration the day of the event run smoother as people will not have to fill out registration forms if they have registered online. They would just have to check in.

I am in the process of planning a volunteer open house in May. The venue I have picked was not available in March and with April being a busy month with Comcast Cares Day and Easter I will try for May. More details to follow.

I will be offering a presentation at the Belvidere Chamber of Commerce Breakfast Before Business on March 20. The presentation will be Wildflowers of Boone County and where to find them at BCCD conservation areas.

I have begun preparing the greenhouse for planting and Cindy Menas will be helping to start plants from seed. Cindy Menas is a part-time employee hired through the National Able Network program and has been working at BCCD since September. Her salary is paid by National Able Network and is a national training program. Since she started I have trained her on Excel and Word. She is helping with filling bird feeders and has helped with special events. Cindy has also worked to inventory the BCCD Heritage Garden seed library. She has worked in our greenhouse in the past as a volunteer and will do so as an employee this year. She will be working as garden support staff and office support during the summer.

Pam Stock

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
February 2018

Department Work Details No. of Volunteers Volunteer Hours Per Hour Value: \$ 22.34

		<u>Reported Value</u>		
Office	office support	1	1.25	\$ 27.93
	Newsletter Mailing	0	0	\$ -
subtotal		1	1.25	\$ 27.93

Restoration Work

	Greenhouse			
	fence removal			\$ -
	tree and shrub planting			\$ -
	seed cleaning	11	75	\$ 1,675.50
	Herbicide training			\$ -
Flora Cleanup				\$ -
Bird data at Kinn.				\$ -
Sub total		11	75	\$ 1,675.50

Horse Trail Clean up				\$ -
Spencer Clean Up				\$ -
LPTCleanup				\$ -
Sub total				\$ -

Gardens

	Gardening			\$ -
	Garden Greenhouse			\$ -
Sub total				\$ -

Education Dept.

	Nature Center Animals			\$ -
	Turtle enclosure			\$ -
	Misc.			\$ -
	Camp Programs			\$ -
	Nature Play area			\$ -
	Scout project			\$ -
Sub total				\$ -

Misc. Programs & Meetings

	Probation office cleanup			\$ -
	Fair			\$ -
	Eclipse Party			\$ -
	Safety Program	1	9	\$ 201.06
	Dog Park			\$ -

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
February 2018

	APF Steering Committee		\$	-
Event or Program	APF		\$	-
	Hometown Christmas Parade		\$	-
	Holiday Walk		\$	-
	APF Pumpkin washing			
Sub total		1	9	\$ 201.06

Board Members

Monthly Board Meeting		5	7.5	\$	167.55
Committee Meetings	APF Steering Committee		\$	-	
	APF Volunteering		\$	-	
	Parks & Conservation		\$	-	
	Risk Management		\$	-	
	IACD		\$	-	
	Alternative Energy		\$	-	
	Greenways		\$	-	
	Willow Creek Corridor		\$	-	
	Water Preservation		\$	-	
	License Review		\$	-	
	Fair		\$	-	
	LPT Cleanup		\$	-	
	Canoe launch dedication				
Subtotal		5	7.5	\$	167.55
Grand Total		18	91.75	\$	2,049.70

Boone County Conservation District
Check Register
For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria Includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
AWDIMRF170	1/1/18	Ill. Municipal Retirem	1050	4,396.82
AWDHUMANA	1/1/18	HUMANA/EMPLOYE	1050	5,818.01
HEALTHREIM0	1/1/18	HEALTH INS. REIM	1050	148.94
18318	1/16/18	ADVANCE AUTO PA	1050	13.99
18319	1/16/18	BELVIDERE ACE HA	1050	2.98
18320	1/16/18	BEN MEADOWS	1050	419.35
18321	1/16/18	Berkley Net Underwri	1050	1,279.00
18322	1/16/18	EMPLOYEE BENEFIT	1050	382.28
18323	1/16/18	BOBCAT OF ROCKF	1050	1,289.29
18324	1/16/18	CARRIGAN DESIGN	1050	272.50
18325	1/16/18	Cardmember Service	1050	1,929.53
18326	1/16/18	CITY OF BELVIDER	1050	1,118.18
18327	1/16/18	COMED	1050	633.63
18328	1/16/18	COMED	1050	55.72
18329	1/16/18	COMED	1050	28.57
18330	1/16/18	COMED	1050	31.64
18331	1/16/18	COMED	1050	16.08
18332	1/16/18	DAN GIBSON	1050	50.00
18333	1/16/18	DON R. JENSEN &	1050	100.00
18334	1/16/18	DEBORAH S. LOOS	1050	600.00
18335	1/16/18	DBS, INC.	1050	190.00
18336	1/16/18	THE DELONG COM	1050	1,405.27
18337	1/16/18	GEMPLER'S	1050	296.84
18338	1/16/18	ILL. ASSOC.OF PAR	1050	2,245.27
18339	1/16/18	ILL. STATE TOLL HI	1050	0.30
18340	1/16/18	LCR COMPUTER SE	1050	200.00
18341	1/16/18	LORIS LITTLE CRIT	1050	77.15
18342	1/16/18	LOWES	1050	86.28
18343	1/16/18	MENARDS	1050	324.37
18344	1/16/18	MR. GOODWATER	1050	22.50
18345	1/16/18	PARKS AND CONS.	1050	100.00
18346	1/16/18	PETTY CASH	1050	142.64
18347	1/16/18	PRAIRIE MOON NU	1050	1,393.96
18348	1/16/18	SCOTT'S RV, TRUC	1050	2,126.89

Boone County Conservation District
Check Register
For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria Includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
18349	1/16/18	SOUTHEASTER SE	1050	18.50
18350	1/16/18	TRACTOR TOWN	1050	392.47
18351	1/16/18	VERIZONWIRELESS	1050	790.26
18352	1/16/18	PNC	1050	44,083.52
18353	1/16/18	DE LAGE LANDEN F	1050	721.18
18354	1/16/18	KAMAN FLUID POW	1050	184.77
Total				<u><u>73,388.68</u></u>