

Minutes of the Meeting of August 18, 2018

Index

Roll Call and Call to Order	I
Public Hearing - Concerning the Intent of the Board of Trustees of the Boone County Conservation District, Boone County, Illinois, to sell \$1,275,000 General Obligation Bonds (Alternate Revenue Source) for the purpose of repairing, replacing and renovating trail bridges and pathways and for the payment of the expenses incident thereto	II
Minutes	III
Minutes of the July 17, 2018 meeting	
Financial Reports	IV
July 2018	
Public Input	V
Reports	VI
District Affairs	VII
<ul style="list-style-type: none">• LPT Rehab Project• Chrysler Environmental Projects• Terra-Navigator – Spencer Landfill• Executive Session - To consider the purchase or lease of real property for the use of the public body• Action Taken as A Result of Executive Session	
Accounts Payable	VIII
Board Member Comments	IX
Adjournment	X

Boone County Conservation District Meeting

August 21, 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 Trustee Matt Bullard at 4:00 p.m. on Tuesday, August 21, 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 and George Thomas. Board member Dave Sliktas was absent. Also present were Dan Kane, Mick Johnston, Attorney Loos, Cathie Johnson, Nick Sheppard, and AJ Barker.

II. Public Hearing

The meeting was called to order by the President, and upon the roll being called, Matthew Bullard, the President, and the following Trustees were physically present at said location: Katy Rudy and George Thomas.

At 4:00 o'clock P.M., the President announced that the next agenda item for the Board of Trustees was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell \$1,275,000 General Obligation Bonds (Alternate Revenue Source) (the "*Bonds*") to finance the repairing, replacing and renovating of trail bridges and pathways and to pay the expenses incident thereto and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The President opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: to finance the repairing, replacing and renovating of trail bridges and pathways and to pay the expenses incident thereto.

Whereupon the President asked for additional comments from the Board of Trustees Members. Additional comments were made by the following: None

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit 1*. None

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following: None

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Katie Rudy motioned, and George Thomas seconded that the public hearing be closed.

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

Motioned approved.

III. Minutes

July 19, 2018 Meeting

Board member Katie Rudy pointed out some errors in the minutes regarding board members listed who are no longer on the board.

George Thomas motioned, and Katie Rudy seconded that the minutes of the July 17, 2018 meeting be approved as corrected.

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

Motion approved.

IV. Financial reports

Financial reports for July 2018 were filed subject to audit.

V. Public Input

No public was present.

VI. Staff Reports

Reports were submitted with the meeting information.

VII. District Affairs

LPT Rehab Project

Director Kane brought the board up to date on the project. It was decided that information concerning the project should be posted on the District's web page and Facebook page.

Chrysler Environmental Projects

No date has been set for the media/public recognition of Chrysler's donation to Kinnikinnick Creek Conservation Area. It is very important that as many members of the board attend the function as possible. Director Kane will update the board as soon as any information is available.

Terra-Navigator – Spencer Landfill

Director Kane reported that in order to proceed with the possible solar farm on the Spencer Park landfill the District needed to sign a non-binding expression of interest for the project.

Katy Rudy motioned, and George Thomas that the District sign the non-binding agreement of interest.

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

Motioned approved.

Executive Session

George Thomas motioned, and Katie Rudy seconded, that the hour of 4:28 p.m. the board retire to executive session to discuss a land acquisition matter.

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

Motion approved.

The board returned to open session at 5:34 p.m.

Action Taken as A Result of Executive Session

George Thomas motioned, and Katie Rudy seconded that Director Kane be allowed to pursue possible land acquisition that is included in the Boone-Winnebago Greenways Plan.

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

Motioned carried.

Katie Rudy motioned, and George Thomas seconded that Director Kane be allowed to call the realtor for a property that is listed for sale. The property is labeled parcel A on the attached plat map.

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

Motioned carried.

VIII. Accounts Payable

George Thomas motioned, and Katie Rudy seconded that the District pay the payables due through August 21, 2018.

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

Motion approved.

IX. Board Comments

X. Adjournment

George Thomas motioned, and Katie Rudy seconded that at the hour 5:35 p.m. the meeting be adjourned.

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

Motion approved.

President

Secretary

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

	Checking	Payroll	Alpine Invest Fund
Beginning Balance	11,233.14	42,576.40	1,770,028.30
Revenues	5,230.98		17,158.46
Expenditures	36,957.17	55,801.51	2610.46
Transfer In	79,000.00	52,423.60	
Transfer Out	52,423.60		75,000.00
Ending Balance	6,083.35	39,198.49	1,709,576.30

Boone County Conservation District
Income Statement
For the Four Months Ending July 31, 2018

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference
Revenues				
PROPERTY TAXES	0.00	456,848.73	1,087,655.00	630,806.27
REPLACEMENT TAXES	12,797.39	28,909.51	69,839.00	40,929.49
INTEREST INCOME	3,628.84	5,871.81	11,500.00	5,628.19
Dog Tag Sales	205.00	2,663.93	3,200.00	536.07
HUNTING PROGRAM	2,650.00	3,100.00	2,450.00	(650.00)
FIREARM HUNT	0.00	0.00	1,550.00	1,550.00
ETHNIC GARDENS	0.00	0.00	2,000.00	2,000.00
NATURE'S WINDOW	425.98	3,180.50	7,500.00	4,319.50
MEMORIALS/DONATIONS	0.00	0.00	1,000.00	1,000.00
OTHER REVENUES	0.00	366.40	3,500.00	3,133.60
SUMMER CAMP PROGRAMS	1,950.00	11,265.28	14,000.00	2,734.72
SCHOOL EDUCATION PROGRAMS	0.00	1,582.96	6,000.00	4,417.04
PUBLIC EDUCATION PROGRAMS	0.00	139.50	1,000.00	860.50
AUTUMN PIONEER FESTIVAL	0.00	0.00	10,000.00	10,000.00
FINES AND TICKET PAYMENTS	0.00	0.00	500.00	500.00
Brown Park & Cons. Area	0.00	0.00	5,200.00	5,200.00
BC Community Foundation	0.00	8,638.61	8,500.00	(138.61)
REVENUE TOTAL	\$ 21,657.21	\$ 522,567.23	\$ 1,235,394.00	712,826.77

As of: July 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	6,939.69	26,773.11	42,500.00	15,726.89	63.00
	Total	6,939.69	26,773.11	42,500.00	15,726.89	63.00
ADMINISTRATIVE EXPENSES						
5010	ADM. WAGES & SALARIES	19,253.70	97,172.33	252,439.00	155,266.67	38.49
5050	PAYROLL TAXES	1,495.87	7,606.53	19,311.58	11,705.05	39.39
5055	IMRF EXPENSE	2,393.37	10,922.98	30,653.73	19,730.75	35.63
5056	HEALTH INSURANCE	1,390.56	4,788.20	19,300.00	14,511.80	24.81
5057	Health Ins. Reim. Fund	0.00	2,497.14	14,000.00	11,502.86	17.84
5060	PROPERTY TAXES	0.00	10,289.20	9,000.00	(1,289.20)	114.32
5061	Property Mortgage	0.00	5,000.00	5,000.00	0.00	100.00
5080	TELEPHONE AND UTILITIES	1,005.90	5,366.91	24,150.00	18,783.09	22.22
5100	OFFICE EXPENSES AND SUPP	145.00	1,380.27	6,000.00	4,619.73	23.00
5110	INSURANCE	1,962.00	59,211.73	72,500.00	13,288.27	81.67
5120	UNIFORMS	0.00	0.00	1,200.00	1,200.00	0.00
5135	CONF./TRAINING	900.00	1,714.91	8,175.00	6,460.09	20.98
5140	DUES	150.00	520.00	5,755.00	5,235.00	9.04
5146	COPY MACHINE LEASE & PRI	721.18	3,070.56	11,000.00	7,929.44	27.91
5155	EQUIP. PURCHASE	29.99	665.28	7,000.00	6,334.72	9.50
5156	EQUIPMENT REPAIR	0.00	0.00	1,000.00	1,000.00	0.00
5160	MISCELLANEOUS	24.31	136.29	12,100.00	11,963.71	1.13
5162	MEMORIALS	157.50	371.00	600.00	229.00	61.83
5163	Public Relations & Information	956.06	2,341.82	13,250.00	10,908.18	17.67
5164	Cultural Heritage Garden Progr	82.96	588.75	3,550.00	2,961.25	16.58
5165	Volunteer Resources	340.51	2,578.85	3,800.00	1,221.15	67.86
5166	Public Outreach & Programming	0.00	0.00	1,600.00	1,600.00	0.00
5167	Riffes & Eddies	0.00	87.50	7,000.00	6,912.50	1.25
5168	Nature's Window	914.10	2,415.26	11,600.00	9,184.74	20.82
5180	Autumn Pioneer Festival	33.44	73.44	16,500.00	16,426.56	0.45
	Totals	31,956.45	218,798.95	556,484.31	337,685.36	39.32
LAND MAINTENANCE						
6305	WAGES - MAINTENANCE	9,799.16	47,006.76	114,151.00	67,144.24	41.18
6310	PAYROLL TAXES - MAINT.	770.34	3,736.64	8,732.55	4,995.91	42.79
6311	HEALTH INSURANCE	1,090.56	4,951.50	13,800.00	8,848.50	35.88
6312	IMRF EXPENSE	720.84	3,255.39	9,015.98	5,760.59	36.11
6325	BLDG. LANDSCAPE MAINT.	5,193.64	21,236.23	53,600.00	32,363.77	39.62
6330	UTILITIES	594.17	3,394.92	8,100.00	4,705.08	41.91
6340	FUEL	1,690.25	5,604.92	16,000.00	10,395.08	35.03
6350	LPT MAINTENANCE	0.00	1,752.94	20,000.00	18,247.06	8.76
6370	EQUIPMENT PURCHASE	0.00	359.95	2,200.00	1,840.05	16.36
6383	EQUIPMENT REPAIR	1,584.68	6,034.96	25,750.00	19,715.04	23.44
6384	EQUIPMENT RENTAL	0.00	984.38	2,500.00	1,515.62	39.38
6385	SMALL TOOLS AND SUPPLIES	1,199.84	4,303.31	16,950.00	12,646.69	25.39
6386	UNIFORMS	40.00	372.00	1,550.00	1,178.00	24.00
6395	OTHER	0.00	0.00	2,500.00	2,500.00	0.00
	Totals	22,683.48	102,993.90	294,849.53	191,855.63	34.93
EDUCATION DEPARTMENT EXPENSES						
7605	SALARIES/WAGES - EDUCATI	12,062.19	40,237.93	85,415.00	45,177.07	47.11
7610	PAYROLL TAXES	922.75	3,098.12	6,534.25	3,436.13	47.41

As of: July 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	545.28	2,475.74	6,900.00	4,424.26	35.88
7612	IMRF EXPENSE	501.97	2,252.78	6,525.76	4,272.98	34.52
7615	CAMP PROGRAMS	2,242.64	4,430.41	10,675.00	6,244.59	41.50
7620	SCHOOL EDUCATION PROGR	0.00	400.33	2,900.00	2,499.67	13.80
7625	PUBLIC EDUCATION PROGRA	45.34	209.73	500.00	290.27	41.95
7630	UNIFORMS	0.00	0.00	300.00	300.00	0.00
7640	DISPLAYS	0.00	246.79	1,600.00	1,353.21	15.42
7645	OTHER EXPENSES	0.00	0.00	300.00	300.00	0.00
	Totals	16,320.17	53,351.83	121,650.01	68,298.18	43.86
TOTAL CAPITAL IMPROVEMENTS						
	Totals	0.00	0.00	0.00	0.00	0.00
NATURAL RESOURCE MANAGEMENT						
9504	SALARIES	10,607.12	46,511.10	120,474.00	73,962.90	38.61
9511	PAYROLL TAX	818.51	3,595.84	9,216.26	5,620.42	39.02
9514	UNIFORMS	479.37	1,164.26	2,000.00	835.74	58.21
9515	HEALTH INSURANCE	1,090.56	4,951.49	13,800.00	8,848.51	35.88
9520	IMRF EXPENSE	904.61	4,100.18	11,759.46	7,659.28	34.87
9524	ECOLOGICAL RESTORATION	134.90	4,598.55	63,200.00	58,601.45	7.28
9530	EQUIPMENT/SUPPLIES	613.34	13,540.28	23,549.00	10,008.72	57.50
	Totals	14,648.41	78,461.70	243,998.72	165,537.02	32.16
	Totals	\$ 92,548.20	\$ 490,379.49	\$ 1,270,082.57	779,703.08	38.61

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
1160	7/1/18			Beginning Balance			1,770,028.30
ALPINE INVEST. ACCT	7/1/18		GENJ	transfer to op fund		75,000.00	
	7/1/18		GENJ	CHG IN UNREALIZE		231.85	
	7/1/18		GENJ	INTEREST	3,625.00		
	7/1/18		GENJ	REPLACEMENT TAX	12,797.39		
	7/1/18		GENJ	CHG IN ACCRUED I		1,477.74	
	7/1/18		GENJ	DIVIDEND	530.54		
	7/1/18		GENJ	PURCHASED INCOM		459.92	
	7/1/18		GENJ	FEES		440.95	
	7/1/18		GENJ	OTHER ASSET ACTI	205.53		
				Current Period Change	17,158.46	77,610.46	-60,452.00
	7/31/18			Ending Balance			1,709,576.30

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	7/1/18			Beginning Balance			453,139.96
CASH IN BANK-CROW'S	7/1/18		GENJ	OTHER ASSET ACTI	133.27		
	7/1/18		GENJ	DIVIDEND	50.83		
	7/1/18		GENJ	PURCHASED INCOM		212.98	
	7/1/18		GENJ	FEE'S		112.82	
	7/1/18		GENJ	INTEREST	1,706.25		
	7/1/18		GENJ	CHG IN UNREALIZE		143.23	
	7/1/18		GENJ	CHG IN ACCRUED I		990.04	
				Current Period Change	1,890.35	1,459.07	431.28
	7/31/18			Ending Balance			453,571.24

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1100-8	7/1/18			Beginning Balance			675,702.79
CHECKING-RESTRICTE	7/31/18			Ending Balance			675,702.79

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1200-9	7/1/18			Beginning Balance			216,830.02
Wetland Mitigation	7/1/18		GENJ	DEPOSIT	7.49		
				Current Period Change	7.49		7.49
	7/31/18			Ending Balance			216,837.51

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	7/1/18			Beginning Balance			3,604.66
ENGELSEN MEMORIAL	7/1/18		GENJ	DEPOSIT	0.31		
				Current Period Change	0.31		0.31
	7/31/18			Ending Balance			3,604.97

Boone County Conservation District
General Ledger

For the Period From Jul 1, 2018 to Jul 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	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
1080	7/1/18			Beginning Balance			15,368.60
RESERVATION ACCOU	7/1/18	pncc0718	CDJ	PNC		14.60	
				Current Period Change		14.60	-14.60
	7/31/18			Ending Balance			15,354.00

**Boone County Conservation District
General Ledger**

For the Period From Jul 1, 2018 to Jul 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	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1060	7/1/18			Beginning Balance			19,084.51
Operational Fund	7/1/18		GEN	transfer from invest	75,000.00		
	7/1/18		GEN	transfer to op fund		79,000.00	
	7/1/18		GEN	interest	3.84		
				Current Period Cha	75,003.84	79,000.00	-3,996.16
	7/31/18			Ending Balance			15,088.35

Monthly Report August 2018

Dan Kane, Executive Director

Previous Issues & Activities:

Grant Updates:

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

As reported at the July board meeting, Openlands was not successful in its application to the Grand Victoria Foundation (GVF) to obtain funding for the conservation easement and due diligence work ~ \$80,000 in grant funds toward the 25-acre property adjacent to the Long Prairie Trail (Luckey Property). As approved at the July board meeting, the BCCD is purchasing the Luckey Property on August 16th and will still place a conservation easement on the property to be held by Openlands by utilizing Land/Cash Fee funds.

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:

There is no new information to report at this time.

Farm City Elevator – Request: The Illinois Department of Natural Resources (IDNR) Grants Division has been informed that the BCCD is purchasing the Luckey Property. The IDNR was also informed that there is a need to address the entrance drive used by MorAgra at the Poplar Grove grain facility. No response has been received as of the date of preparing this report from IDNR officials.

Groundwater Protection Initiative: Work continues, however there is nothing new to report at this time.

LPT Rehabilitation Project:

1. The Board will need to hold the public hearing for the Alternative Revenue Bond at the beginning of the August 21st Board Meeting. The board of trustees is required to follow very specific protocol for this hearing. (*These items are on the board meeting agenda for discussion and/or action.*)
2. BCCD staff is meeting project engineers with Hanson Consulting Engineers and Boone County Engineer Justin Krohn to work out the details for the bid documents, bid schedule, and other project details on Tuesday, August 14th. An update will be provided to the board at the August Board meeting. The board will need to approve the schedule of these activities. (*These items are on the board meeting agenda for discussion and/or action.*)

TerraNavigator Solar Project Proposal – Spencer Landfill: TerraNavigator has filed for a special use permit with the City of Belvidere for a solar energy facility at the Spencer Landfill. The BCCD Executive Director had to sign the application documents representing the property owner. The City of Belvidere has scheduled this special use to be heard at the following meetings:

1. Planning and Zoning Commission – August 14th at 6:00 p.m.
2. First City Council Reading - August 20th at 7:00 p.m.
3. Second City Council Reading – September 4th at 7:00 p.m.

3. The BCCD Board of Trustees may want to have a board member attend each of these meetings.

Additionally, TerraNavigator has requested the BCCD board of trustees approve a non-binding Expression of Interest to Receive Electricity from Spencer Landfill Community Solar Project. The agreement has been reviewed by Attorney Loos and is in proper form to be approved and executed by the board of trustees at the August board meeting. A copy of this document is included with the board packet. *(This is on the board meeting agenda for discussion and/or action.)*

Chrysler – Environmental Projects: The Belvidere Jeep Assembly Plant has donated \$3,000 to the Parks & Conservation Foundation to be used toward the habitat restoration work at the Kinnikinnick Creek Conservation Area. The payment has been processed by the Foundation. The donation includes a sign and other public acknowledgements. A media event at the site is being planned to announce this donation and Chrysler’s support of local conservation efforts. Board members are encouraged to participate in this upcoming activity with Chrysler Officials. *(This item will be on the board meeting agenda for discussion and/or action.)*

Direct Deposit Payroll: This issue is still being reviewed and discussed by district staff. The Auditor has been consulted to provide input on options to facilitate a direct deposit system that addresses employee concerns and does not create unreasonable, additional, workload for the Office Manager.

Intergovernmental Agreement between the City of Belvidere and BCCD For Police Services: The BCCD forwarded a copy of the signed agreement to the City of Belvidere. The City of Belvidere is scheduled to approve this agreement at their September 4th City Council meeting.

New Issues & Activities:

New Offer to Sell Conservation Lands to the BCCD: A landowner has met with the BCCD Executive Director and Natural Resources Land Manager to explore an interest to sell land to the BCCD. The landowner is aware that the BCCD would need technical assistance from Openlands and that at least two grant sources would be needed to accomplish the proposal. At this point in time the landowner has requested that this offer remain confidential. To facilitate a board discussion, an executive session will be needed to meet the landowner’s request for confidentiality. *(This item will be on the board meeting agenda as an executive session to discuss a potential land purchase. There can be no action taken during the executive session, so there will be an agenda item included after the executive session to facilitate any discussion and/or action items that are associated with the discussion under executive session.)*

Firearm Hunt Qualifications: The BCCD Firearm Hunt Program concluded accepting lottery entry forms on Monday, August 13th. Qualifications begin on Saturday and Sunday on August 18th and 19th. Additional qualifications are also scheduled.

*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 August 2018

Director of Operations Mick Johnston

Matt Grant's Eagle Scout Project at Piscasaw Fen Barn



Matt's Eagle scout project was to fix dry wall areas and to do trim around all window, doors and paint dry wall. He did an awesome job!

Boone County Fair

Another successful Boone County Fair in the books. This year our tent was shared by the Boone County Master Gardeners. It is a partnership that has worked well. The tent was a busy station all week. Many children and their families stopped in to visit our site. One of the best public relations tools that we have available to us throughout the year! All staff was involved. Thank you to all Staff and Board Members Katy Rudy and Matt Bullard.

Fire Arm Qualifications

This year's qualifications start Saturday August 18th and Sunday August 19th at the Boone County Sheriff's firearms training area. Other Qualification dates are August 23rd, and August 28th.

Long Prairie Trail

Tuesday August 14th we met with our consultant Stu Kemp from Hanson Engineering, Justin Krohn Engineer from Boone County, Mark Painter from Civil Ideas about the construction work on the Long Prairie Trail. If all goes well we anticipate closing the trail November 26th the work will continue into March.

Autumn Pioneer Festival

Festival planning is starting to gain speed. There will be many new exhibitors, new additions, new vendors and changes in the traditional schedule. We will be sponsoring a Friday night event at the Pavilion in Spencer in coordination with the State of Illinois 200th anniversary. Abraham Lincoln will be speaking! Should be a great night!



**Boone County Conservation District
Maintenance Board Report
Presented to the B.C.C.D. Board of Trustees on July 17th, 2018**

FIREARM HUNTING QUALIFICATIONS

Maintenance Staff assembled the firearm qualifying stand at the Sheriff's Dept. shooting range.

-Firearm qualifying begins August 18th.

NEW STIHL BATTERY POWERED EQUIPMENT

After much discussion among staff, we decided to purchase 2 new battery powered tools from Stihl. These tools will take the place of some aging gas powered equipment.

-A BGA85 handheld blower and a HTA85 pole saw. These two pieces of equipment, we decided, would be most beneficial at this time.

-We also purchased two batteries and a rapid charger. We have used them extensively in the last week and are very happy with the purchase.

BALLARD FARM REMEDIATION

All winning bidders have filled out there paper work and we have received all payments.

-The demolition permit was renewed in August which will allow us to continue work until the end of October.

LIGHTING REPLACEMENTS

The Maintenance Division has begun replacing the older fluorescent tube style lighting fixtures with new LED style shop lights.

-Lights being replaced are in all areas with the exception of the main bay of the shop. Main bay lighting was converted to LED this past spring.

-As the older fixtures reach the end of their life, we are investing in newer, more efficient lighting fixtures.

EQUIPMENT REPAIR/MAINTENANCE

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

-1986 Ford 5610 tractor; New fuel tank was replaced in house.

-2011 Ford Ranger; Tailgate handle replaced in house.

TRAIL MAINTENANCE

Extensive trail trimming and mowing has been ongoing.

-The 22' boom mower rental was an ideal tool for trailside and roadside mowing and will hopefully be utilized again in the future.

FENCE REPLACEMENT AND REPAIR

Several sections of wooden fence in Spencer C/A have been replaced. This fencing is beginning to fail due to age.

-One section, at the Island Pond overlook, was heavily vandalized and required immediate replacement.

-Several sections throughout Spencer will be replaced as time allows.

Monthly Report

By: Joshua Sage

Natural Resources Management Department

August 2018

1. Seed Harvest

- Collecting, cleaning, and storing seed as it matures.

2. John Todt Memorial Project – Spencer Conservation Area

- This project is a two-acre riparian woodland restoration.
- Invasive resprouts are being treated through the growing season.

3. Piskasaw Fen Mitigation

- Weed control has started and will continue through the growing season.
- Aaron M. completed the first Floral Quality Index (FQI) for the project. This data collection serves to inform the Army Corp of Engineers how the planting progresses over time. A second FQI is scheduled for the end of this month.

4. Kinnikinnick Creek Conservation Area – USFWS Habitat Enhancement Project

- This project will create 17 acres of short grass prairie, shrub land, and oak savanna.
- Resprouts are being managed this growing season.
- Work is being completed to create a proper seed bed for a frost seeding.
- Joel Neylon, an avid birder and BCCD staff member is collecting baseline bird data for this project as time allows. This project will be ongoing, making it possible to see the evolution of bird species as the project advances.

5. Native pollinator plantings at the office and APF grounds

- Weed control will continue through the growing season.

6. Ballard Farm Conservation Area

- Building Salvage has started and will continue through September. Demolition will start October first. Three buildings and slab concrete will be removed this fiscal year.
- Weed management continues in the native grass nursery. Total weed control is needed to eliminate the risk of weed species being collected.

7. Invasive weed control in natural areas

Weeds being controlled this month are as follows:

- Canada Thistle
- White Sweet Clover
- Multiflora Rose
- Honeysuckle
- Choke Cherry
- Soapwort
- Queen Anne's Lace

8. Bumble Bee Monitoring

- Staff and volunteers have been monitoring bumble bees at many of the districts properties with success this year.

- Josh and Aarron attended a workshop designed for land managers on how to manage natural areas when the federally endangered Rusty Patch Bumble Bee is utilizing a site.

9. Fair

- Josh and Aarron helped with fair set-up and worked shifts throughout the week.

10. Illinois Environmental Protection Agency

- Permits for this fall and spring burn season have been submitted, approved, and filed from the IEPA.

Education Department

August 2018 Board Report

School Programs

- BCCD is sponsoring and Tina is assisting the Blue & Green Environmental Club at Meehan Elementary. We have scheduled all our after-school meetings and have planned several outings on BCCD properties, including: hiking, snowshoeing, biking and the community clean-up. We are also helping with their fundraiser in October.
- BCCD is also sponsoring the BHS Envirothon team again and Tina will continue to help with coaching. Our first “study session” is scheduled for September 6th at Spencer. We will focus on Tree ID with the help of BCCD volunteer, Brian Hale.
- Teaching a homeschool group about habitats with 30 - 40 people expected.

Public Programs

- Tina and Jenny helped staff the booth at the fair.
- We had an educational display on spiders and Pam made a great spider toss game.
- We handed out 500 of sunglasses to kids promoting our summer camp.
- Making plans for APF and have started the ordering process for harvest table.

Scouts

- Final preparations for a Boy Scout Nature Merit badge workshop scheduled for Sept. 8th. This workshop was created with many volunteer hours of Master Naturalist, Olivia Maple.

Camp

- Our camps were 94% full this year with 208 camper spots taken overall.
- We collected over \$5000 in donations towards camper scholarships.
- We awarded 67 weeks of scholarships for kids to attend camp.

Meetings/Conferences

- Chaired IACD Conference Committee meeting on Aug. 7th at Starved Rock.

Other

- Meeting with the leaders of a local Free Forest School group interested in hosting a program on one of our sites.

Board Report August 2018
Special Events and Public Outreach Manager

It is all things Autumn Pioneer Festival in August and September. We have new exhibitors and two traders that will be attending this year. Several exhibitors retired last year so we had some gaps. We have not had any traders in a few years. One retired and the other passed away.

I found out in July that the church that did pioneer fries last year was not going to do it this year. We have a possible replacement. The Belvidere Baptist Church is interested. This is the church across the street from the nature center.

Volunteers have received their first packet and I will be sending out final exhibitor packets.

I have had several volunteers from the Boone County Probation Office volunteer this summer and will hopefully have some who will continue during the school year.

Holiday Walk will be December 8 this year.

Pam Stock

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
June volunteer hours July 2018

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

				<u>Reported Value</u>
<i>Office</i>	office support			\$ -
	Newsletter Mailing			\$ -

subtotal				\$ -
-----------------	--	--	--	-------------

Restoration Work				
	Fence removal			\$ -
	weed removal			\$ -
	seed collecting	9	52	\$ 1,161.68
	bee monitoring	3	12	\$ 268.08
	Herbicide training			\$ -
Flora Cleanup				\$ -
Burn				\$ -
				\$ -
Sub total		<u>9</u>	<u>64</u>	\$ 1,429.76

<i>Horse Trail Clean up</i>				\$ -
<i>Spencer Clean Up</i>				\$ -
<i>LPTCleanup</i>				\$ -
Sub total				\$ -

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

Education Dept.				
	Nature Center Animals			\$ -
	Turtle enclosure			\$ -
	Misc.			\$ -
	Camp Programs	6	111	\$ 2,479.74
	Nature Play area			\$ -
	Scout project			\$ -
				\$ -
Sub total		<u>6</u>	<u>111</u>	\$ 2,479.74

Misc. Programs & Meetings				
	Probation office cleanup			\$ -
	Fair			\$ -
	Comcast Cares Day			\$ -
	Safety Program	1	12	\$ 268.08
	Wildflower Walkabout			\$ -
	Tree ID class			\$ -
	Wildflower ID Class			\$ -

Pam Stock		Monthly Report	
Special Events and Public Outreach Manager		June	July 2018
		volunteer hours	
	APF Steering Comr	2	2 \$ 44.88
Event or Program	APF		\$ -
	Hometown Christmas Parade		\$ -
	Holiday Walk		\$ -
	APF Pumpkin washing		
Sub total		3	14 \$ 312.76
Maintenance			\$ -
Sub Total			\$ -
	Board Members		
Monthly Board Meeting		3	6 \$ 134.04
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		3	6 \$ 134.04
Grand Total		21	189 \$ 4,222.26

Final Accounts Payable for August

9/12/18 at 14:25:53.15

Page: 1

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

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18689	8/15/18	PNC	1050	15,000.00
18690	8/21/18	BOONE COUNTY JO	1050	410.00
18691	8/21/18	BLUE CROSS BLUE	1050	7,833.92
18692	8/21/18	BELVIDERE ACE HA	1050	45.48
18693	8/21/18	BERG INDUSTRIES	1050	430.00
18694	8/21/18	Berkley Net Underwri	1050	1,962.00
18695	8/21/18	EMPLOYEE BENEFI	1050	432.28
18696	8/21/18	BOB RIDINGS CHRY	1050	20,925.00
18697	8/21/18	BURRIS EQUIPMEN	1050	5,271.32
18698	8/21/18	CARRIGAN DESIGN	1050	405.00
18699	8/21/18	CHAD FARRIS	1050	10.00
18700	8/21/18	CASH	1050	1,000.00
18701	8/21/18	Cardmember Service	1050	3,089.97
18702	8/21/18	CITY OF BELVIDER	1050	1,746.56
18703	8/21/18	COMED	1050	701.59
18704	8/21/18	COMED	1050	36.93
18705	8/21/18	COMED	1050	31.89
18706	8/21/18	COMED	1050	35.36
18707	8/21/18	COMED	1050	16.94
18708	8/21/18	CONSERV FS	1050	355.28
18709	8/21/18	DEBORAH S. LOOS	1050	600.00
18710	8/21/18	DBS, INC.	1050	100.00
18711	8/21/18	DE LAGE LANDEN F	1050	721.18
18712	8/21/18	FIRST STUDENT	1050	1,950.00
18713	8/21/18	HANSON PROFESSI	1050	1,591.45
18714	8/21/18	HICKSGAS	1050	358.08
18715	8/21/18	HORIZON DISTRIBU	1050	449.90
18716	8/21/18	ILL. STATE TOLL HI	1050	6.65
18717	8/21/18	LAWSON PRODUCT	1050	993.55
18718	8/21/18	MDC ENVIRONMEN	1050	614.23
18719	8/21/18	MENARDS	1050	598.41
18720	8/21/18	MR. GOODWATER	1050	117.00
18721	8/21/18	NAPA AUTO PARTS	1050	138.38
18722	8/21/18	NICOR	1050	35.99

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

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18723	8/21/18	NICOR	1050	34.26
18724	8/21/18	NATURAL LAND INS	1050	100.00
18725	8/21/18	OUTFIT YOUR LOG	1050	547.56
18726	8/21/18	COUNTRYSIDE MA	1050	52.71
18727	8/21/18	PETTY CASH	1050	138.37
18728	8/21/18	PNC	1050	55,801.51
18729	8/21/18	PORT-A-JOHN	1050	70.00
18730	8/21/18	RACHEL SCHANNA	1050	20.00
18731	8/21/18	SOUTHEASTER SE	1050	18.50
18732	8/21/18	TRACTOR TOWN	1050	1,117.65
18733	8/21/18	UNITED SANITATIO	1050	470.00
AWDIMRF177	8/31/18	Ill. Municipal Retirem	1050	4,675.36
Total				<u><u>130,840.26</u></u>

