

Boone County Conservation District
Minutes of the Meeting of October 16, 2018

Index

Roll Call and Call to Order	I
Minutes	II
Minutes of the September 18, 2018 meeting	
Financial Reports	III
September 2018	
Public Input	IV
Reports	V
District Affairs	VI
<ul style="list-style-type: none">• FY 2017/18 Audit• Resolution 18-20 – Support for Safe Routes to School – Village of Poplar Grove• 2018/19 Levy Calculation Documents• Acquisition of Parcel A• Selection of Contractor for LPT Rehab• Alternative Revenue Bond• Temporary Construction Easements• Super Aggregate Quarry• TerraNavigator – Letter of Support	
Accounts Payable	VII
Board Member Comments	VIII
Adjournment	IX

Boone County Conservation District Meeting

October 16, 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 Matt Bullard at 4:03 p.m. on Tuesday, October 16, 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, Dave Sliktas, and Nichole Koch. Board member George Thomas was absent. Also present were Dan Kane, Mick Johnston, Attorney Deborah Loos, Cathie Johnson, Tina Scott, AK Barker, Justin Krohn (Boone County Engineer), Amy Gallagher (WIPFLi Accountants).

II. Minutes

September 18, 2018 Meeting

Dave Sliktas motioned, and Katie Rudy seconded that the minutes of the September 18, 2018 meeting be approved as corrected.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard - aye

Motion approved.

III. Financial reports

Financial reports for September 2018 were filed subject to audit.

IV. Public Input

There were no comments from the public in attendance at this time.

V. Staff Reports

Reports were submitted with the meeting information.

VI. District Affairs

FY2017/18 Audit

Amy Gallagher from WIPFLi Accountants presented the audit to the board. Director Kane asked that if the board members had any questions that they send those to him and he would forward them to Amy

for the answer. Since the board has just received their copies of the audit, the approval of the audit will be placed on the agenda for next month's meeting

Resolution 18-20 – Support for Safe Routes to School – Village of Poplar Grove

Dave Sliktas motioned, and Katie Rudy moved that the board support Resolution 18-20, Support for Safe Routes to School – Village of Poplar Grove and that the resolution be signed.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard – aye

Motion approved.

2018/19 Levy Calculation Documents

Director Kane explained the documents and asked if the board had any questions. These documents are just informational, and the actual levy ordinance will be on the agenda next month. No action was needed on this item.

Acquisition of Parcel A

Katie Rudy motioned, and Dave Sliktas seconded that the board authorize Director Kane to set up a closing for Parcel A and proceed with the contract for purchase contingent on the District receiving a grant for the purchase.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard – aye

Motioned approved.

Selection of Contractor for LPT Rehab

The bids for the LPT Rehab project were opened earlier in the day. The bids were as follows: Sjostrom & Son – 1, 036,218.78; Civil – 1,051,150.20; and Alliance – 1, 601,229.20.

County Engineer Justin Krohn was on hand to answer any questions the board might have concerning the bids. He has been helping the District with this project since the beginning.

Dave Sliktas motioned, and Katie Rudy seconded that the District accept the bid from Sjostrom & Son in the amount of \$1,036,218.78 for the LPT Rehab project.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard – aye

Motioned approved.

Alternative Revenue Bond

Katie Rudy motioned, and Dave Sliktas seconded that the board authorized Director Kane to work with STIFEL to proceed with the bond sale, with the bond amount to not exceed \$700,000.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard – aye

Motioned approved.

Temporary Construction Easements

Director Kane reported that he had been contacting the adjacent landowners along the LPT where the construction will be taking place. He had been able to get most of the landowners to sign the temporary easement document but has been having problems with a couple of landowners. Matt Bullard said that he knew one of the landowners and he would be willing to facilitate getting the easement signed. No board action was necessary on this matter.

Super Aggregate Quarry

Attorney Loos questioned the board as to whether they wished her to send a letter to Mr. Pease regarding the conditions that he agreed to (verbally) regarding the placement of his plant next to the District's Ipsen Road site. It was the consensus of the board that nothing would be gained by sending him a letter.

Letter of Support – TerraNavigator

Katie Rudy motioned, and Nichole Koch seconded that the District sign a letter of support for the solar farm that TerraNavigator is attempting to place on the landfill site in Spencer Park. The letter will be sent to the Illinois EPA who is questioning the plan. Board President Matt Bullard will sign the letter.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard – aye

Motioned approved.

VII. Accounts Payable

Dave Sliktas motioned, and Katie Rudy seconded that the District pay the payables due through October 16, 2018.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard - aye

Motion approved.

VIII. Board Comments

New board member Nichole Koch addressed the board concerning the time of the meetings saying that since she works out of town it is difficult for her to make the meetings at the 4:00 time.

Discussion ensued. Attorney Loos requested that Ms. Koch talk with her employer about the possibility of leaving early one day a month.

Ms. Loos has a medical restriction against driving at night and starting the meetings later could be problematic for her.

The board will continue the discussion at the next meeting.

IX. Adjournment

Dave Sliktas motioned, and Katie Rudy seconded that at the hour 5:14 p.m. the meeting be adjourned.

Poll votes were: Katie Rudy – aye Dave Sliktas – aye
 Nichole Koch – aye Matt Bullard - aye

Motion approved.

President

Secretary

BOONE COUNTY CONSERVATION DISTRICT
SUMMARY REPORT for the Board of Trustees
MONTH ENDING SEPTEMBER 30, 2018

	Checking	Payroll	Alpine Invest Fund
Beginning Balance	3,661.18	54,395.04	2,025,702.83
Revenues	12,472.56		220,316.31
Expenditures	44,137.80	46,493.60	4,312.63
Transfer In	86,000.00	40,604.,96	
Transfer Out	40,604.96		75,000.00
Ending Balance	17,390.98	48,506.40	2,166,706.51

Boone County Conservation District
Income Statement
For the Six Months Ending September 30, 2018

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference
Revenues				
PROPERTY TAXES	214,691.13	1,058,261.03	1,087,655.00	29,393.97
REPLACEMENT TAXES	0.00	30,202.91	69,839.00	39,636.09
INTEREST INCOME	5.45	8,134.01	11,500.00	3,365.99
Dog Tag Sales	40.06	2,854.59	3,200.00	345.41
HUNTING PROGRAM	0.00	5,200.00	2,450.00	(2,750.00)
FIREARM HUNT	0.00	530.00	1,550.00	1,020.00
ETHNIC GARDENS	0.00	0.00	2,000.00	2,000.00
NATURE'S WINDOW	0.00	3,881.99	7,500.00	3,618.01
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	0.00	15,145.28	14,000.00	(1,145.28)
SCHOOL EDUCATION PROGRAMS	0.00	1,622.96	6,000.00	4,377.04
PUBLIC EDUCATION PROGRAMS	0.00	155.50	1,000.00	844.50
AUTUMN PIONEER FESTIVAL	12,432.50	12,432.50	10,000.00	(2,432.50)
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	\$ 227,169.14	\$ 1,147,425.78	\$ 1,235,394.00	87,968.22

As of: September 30, 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	10,274.16	39,862.22	42,500.00	2,637.78	93.79
	Total	10,274.16	39,862.22	42,500.00	2,637.78	93.79
ADMINISTRATIVE EXPENSES						
5010	ADM. WAGES & SALARIES	19,449.52	137,722.25	252,439.00	114,716.75	54.56
5050	PAYROLL TAXES	1,518.50	10,769.84	19,311.58	8,541.74	55.77
5055	IMRF EXPENSE	2,429.60	15,840.75	30,653.73	14,812.98	51.68
5056	HEALTH INSURANCE	2,581.12	10,098.12	19,300.00	9,201.88	52.32
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	885.70	7,381.52	24,150.00	16,768.48	30.57
5100	OFFICE EXPENSES AND SUPP	675.20	2,155.56	6,000.00	3,844.44	35.93
5110	INSURANCE	1,965.00	63,138.73	72,500.00	9,361.27	87.09
5120	UNIFORMS	0.00	0.00	1,200.00	1,200.00	0.00
5135	CONF./TRAINING	0.00	1,714.91	8,175.00	6,460.09	20.98
5140	DUES	9.18	629.18	5,755.00	5,125.82	10.93
5146	COPY MACHINE LEASE & PRI	722.81	4,514.55	11,000.00	6,485.45	41.04
5155	EQUIP. PURCHASE	330.85	1,013.12	7,000.00	5,986.88	14.47
5156	EQUIPMENT REPAIR	0.00	0.00	1,000.00	1,000.00	0.00
5160	MISCELLANEOUS	20.00	378.17	12,100.00	11,721.83	3.13
5162	MEMORIALS	62.50	433.50	600.00	166.50	72.25
5163	Public Relations & Information	2,522.72	5,741.43	13,250.00	7,508.57	43.33
5164	Cultural Heritage Garden Progr	0.00	602.74	3,550.00	2,947.26	16.98
5165	Volunteer Resources	54.17	2,696.89	3,800.00	1,103.11	70.97
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	841.40	3,256.66	11,600.00	8,343.34	28.07
5180	Autumn Pioneer Festival	5,923.01	7,941.03	16,500.00	8,558.97	48.13
	Totals	39,991.28	293,902.79	556,484.31	262,581.52	52.81
LAND MAINTENANCE						
6305	WAGES - MAINTENANCE	9,387.25	67,461.15	114,151.00	46,689.85	59.10
6310	PAYROLL TAXES - MAINT.	736.43	5,343.87	8,732.55	3,388.68	61.19
6311	HEALTH INSURANCE	2,181.12	9,387.58	13,800.00	4,412.42	68.03
6312	IMRF EXPENSE	726.13	4,751.51	9,015.98	4,264.47	52.70
6325	BLDG. LANDSCAPE MAINT.	2,105.21	25,165.58	53,600.00	28,434.42	46.95
6330	UTILITIES	716.59	4,848.14	8,100.00	3,251.86	59.85
6340	FUEL	1,954.35	9,305.83	16,000.00	6,694.17	58.16
6350	LPT MAINTENANCE	165.37	6,698.31	20,000.00	13,301.69	33.49
6370	EQUIPMENT PURCHASE	0.00	1,449.70	2,200.00	750.30	65.90
6383	EQUIPMENT REPAIR	998.45	7,691.01	25,750.00	18,058.99	29.87
6384	EQUIPMENT RENTAL	0.00	984.38	2,500.00	1,515.62	39.38
6385	SMALL TOOLS AND SUPPLIES	1,007.81	6,754.57	16,950.00	10,195.43	39.85
6386	UNIFORMS	0.00	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	19,978.71	150,213.63	294,849.53	144,635.90	50.95
EDUCATION DEPARTMENT EXPENSES						
7605	SALARIES/WAGES - EDUCATI	4,556.14	50,033.46	85,415.00	35,381.54	58.58
7610	PAYROLL TAXES	350.96	3,853.63	6,534.25	2,680.62	58.98

As of: September 30, 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	1,090.56	4,693.78	6,900.00	2,206.22	68.03
7612	IMRF EXPENSE	501.97	3,256.72	6,525.76	3,269.04	49.91
7615	CAMP PROGRAMS	402.18	8,573.76	10,675.00	2,101.24	80.32
7620	SCHOOL EDUCATION PROGR	37.76	438.09	2,900.00	2,461.91	15.11
7625	PUBLIC EDUCATION PROGRA	166.14	385.87	500.00	114.13	77.17
7630	UNIFORMS	0.00	0.00	300.00	300.00	0.00
7640	DISPLAYS	101.01	367.76	1,600.00	1,232.24	22.99
7645	OTHER EXPENSES	0.00	0.00	300.00	300.00	0.00
	Totals	7,206.72	71,603.07	121,650.01	50,046.94	58.86
TOTAL CAPITAL IMPROVEMENTS						
	Totals	0.00	0.00	0.00	0.00	0.00
NATURAL RESOURCE MANAGEMENT						
9504	SALARIES	9,414.62	66,632.90	120,474.00	53,841.10	55.31
9511	PAYROLL TAX	720.24	5,136.04	9,216.26	4,080.22	55.73
9514	UNIFORMS	0.00	1,164.26	2,000.00	835.74	58.21
9515	HEALTH INSURANCE	2,181.12	9,387.57	13,800.00	4,412.43	68.03
9520	IMRF EXPENSE	904.61	5,920.02	11,759.46	5,839.44	50.34
9524	ECOLOGICAL RESTORATION	0.00	4,965.82	63,200.00	58,234.18	7.86
9530	EQUIPMENT/SUPPLIES	0.00	13,655.50	23,549.00	9,893.50	57.99
	Totals	13,220.59	106,862.11	243,998.72	137,136.61	43.80
	Totals	\$ 90,671.46	\$ 672,443.82	\$ 1,270,082.57	597,638.75	52.94

Boone County Conservation District
General Ledger
For the Period From Sep 1, 2018 to Sep 30, 2018

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1160	9/1/18			Beginning Balance			2,025,702.83
ALPINE INVEST. ACCT	9/1/18		GENJ	transfer to op acct		75,000.00	
	9/1/18		GENJ	Interest	375.00		
	9/1/18		GENJ	Fees		505.34	
	9/1/18		GENJ	Other asset activity	25.23		
	9/1/18		GENJ	Dividends	145.03		
	9/1/18		GENJ	Chg in unrealized gains/		960.77	
	9/1/18		GENJ	Chg in accrued income	5,079.92		
	9/1/18		GENJ	Deposit Property taxes	214,691.13		
	9/1/18		GENJ	Purchased income		2,846.52	
				Current Period Change	220,316.31	79,312.63	141,003.68
	9/30/18			Ending Balance			2,166,706.51

Boone County Conservation District
General Ledger
For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: 1) IDs: 1160-9. 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
1160-9	9/1/18			Beginning Balance			454,460.24
CASH IN BANK-CROW'S	9/1/18		GENJ	Fees		113.26	
	9/1/18		GENJ	chg in unrealized gains/		151.10	
	9/1/18		GENJ	Dividends	15.95		
	9/1/18		GENJ	Chg in accrued income	523.34		
				Current Period Change	539.29	264.36	274.93
	9/30/18			Ending Balance			454,735.17

Boone County Conservation District
General Ledger
For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: 1) IDs: 1100-8. 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
1100-8	9/1/18			Beginning Balance			499,759.44
CHECKING-RESTRICTE	9/1/18		GENJ	Deposit	11,143.78		
	9/1/18	1338	CDJ	R.J. DANIELS		553.00	
	9/1/18	1337	CDJ	DEKALB IMPLEMEN		1,146.36	
				Current Period Change	11,143.78	1,699.36	9,444.42
	9/30/18			Ending Balance			509,203.86

**Boone County Conservation District
General Ledger**

For the Period From Sep 1, 2018 to Sep 30, 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 Operational Fund	9/1/18			Beginning Balance			40,095.10
	9/1/18			GEN transfer to corp acc		86,000.00	
	9/1/18			GEN transfer from invest	75,000.00		
	9/1/18			GEN Interest	5.45		
				Current Period Cha	75,005.45	86,000.00	-10,994.55
	9/30/18			Ending Balance			29,100.55

Boone County Conservation District
General Ledger

For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: 1) IDs: 1080. 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
1080 RESERVATION ACCOU	9/1/18			Beginning Balance			14,860.26
	9/1/18	PNCSC0918	CDJ	PNC		14.08	
	9/1/18		GENJ	Deposit	310.00		
				Current Period Change	310.00	14.08	295.92
	9/30/18			Ending Balance			15,156.18

Page: 1

Boone County Conservation District
General Ledger

For the Period From Sep 1, 2018 to Sep 30, 2018

Filter Criteria includes: 1) IDs: 1165-9. 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
1165-9 ENGELSEN MEMORIAL				Beginning Balance		3,605.27	
	9/1/18			GENJ Deposit	0.30		
	9/1/18			Current Period Change	0.30	0.30	
	9/30/18			Ending Balance			3,605.57

Monthly Report October 2018

Dan Kane, Executive Director

Previous Issues & Activities:

Grant Updates:

- **Illinois Clean Energy Community Foundation – Land Acquisition Grant**
 - **Grant ID #7908:** A new application to fund the acquisition of Parcel A has been submitted to the ICECF requesting \$144,500 in grant funds. This grant application is in the process of being reviewed. The grant seeks funding of 80% toward the purchase price. If success the BCCD will be responsible for the remaining 20% of the purchase price and all due diligence and closing costs. The BCCD would use funds from land/cash fees to cover this expense. The board needs to authorize the purchase of this property, contingent on receiving the ICECF grant award. (*This is on the board meeting agenda for discussion and/or action.*)
 - **Luckey's Woods Conservation Area, ICECF Grant ID #7827:** The final report is being prepared. An acknowledgement sign with the Illinois Clean Energy Community Foundation's name and logo is a requirement to complete this project.

Easement/License Agreement Request(s): A call was received from Attorney Karl Winkler (former BCCD Trustee) indicating that the Swenson License Agreement to construct a bridge across the Long Prairie Trail as a grade separated access to property, where Mr. Swenson intends to construct a single-family residence and associated agricultural buildings, is about to expire and will require an extension of time. Trustees are being informed of this as a means of providing notice for the intended request for an extension. No action is needed at the October board meeting.

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

Parks & Conservation Foundation: There is no new information available.

Farm City Elevator – Request: 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.

LPT Rehabilitation Project:

1. **Alternative Revenue Bond Ordinance** (officially adopt at the November Board Meeting) provided by Cedric A. Gordon, Associate with Chapman and Cutler LLP. The board needs to follow the procedure provided by bond council for this action item. Please note that the financial amounts are not yet determined. The documents will be prepared after the board selects a contractor's bid for the project at the October 16th board meeting and determines the actual amount of funds needed for the bond. The BCCD will be using some funds already on hand to try and keep the bond amount at or below one million dollars. Note that the board will take action on this at the November Board meeting in order to properly post the alternative revenue bond amounts as required. **The board needs to discuss and determine the amount to be funded by the bond – not to exceed the previously determined amount of \$1,275,000.00.** (*This item is on the board meeting agenda for discussion and/or action.*)
2. **Temporary Construction Easements** from adjoining landowners for a temporary access lane alongside the rehabilitation project area during the construction period (November 26, 2018 through March 15, 2019). Trustees Matt Bullard and Katie Rudy will need to sign these documents at the board meeting. (*This item is on the board meeting agenda for discussion and/or action.*)
3. **BCCD Board of Trustees will need to select the contractor at the October 16th board meeting:** The bids will be reviewed and ranked by Stu Kemp with Hanson Consulting Engineers. The schedule of project activities: Pre-bid Meeting – October 4th; Bid Letting – October 16th; Construction Start – November 26th; Use of temporary access lanes on adjoining lands – November 26, 2018 to March 15,

2019; Construction End – May 15, 2019. *(This item 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. The media event at the site has been postponed until a future date when the habitat restoration has been completed. Chrysler's support of local conservation efforts are now intended to be showcased in a social media blog by the company's professional media staff.

2018 Autumn Pioneer Festival: Donations and other proceeds from this event totaled slightly more than \$12,000. The event had wonderful weather, but there were plenty of competing events such as the World War II Days at Midway Village. Attendance is estimated as being a little better than average – somewhere around 4000 people per day. Much appreciation to Pam Stock, Josh Sage, Nick Sheppard, Tina Dawson and everyone else who contributed to the success of this event!!

New Issues & Activities:

Fiscal Year 2017 Audit: The audit is now complete and will be presented at the October 16th board meeting. Staff has not seen a final copy of the audit yet, but the audit needs to be filed with the State of Illinois and Boone County Clerk as soon as possible, so it is important to move this forward if the board is satisfied with the presentation. If not, the board will need to postpone action until the November board meeting. *(This item will be on the board meeting agenda for discussion and/or action.)*

2018 Levy: Levy calculations for tax year 2018 have been completed. A group of levy documents are included with the board packet. These documents show the levy calculations for each fund – Operations Fund, Liability Fund, Illinois Municipal Retirement Fund, and Social Security Fund. There is an explanation about how the levy ordinance is prepared and the supporting documents where data originates. Finally, a summary sheet is prepared that shows everything included in the levy ordinance together. The board can take action on this issue at the November board meeting when everything is put in ordinance form, but it is on the agenda this month for discussion purposes. *(This item will be on the board meeting agenda for discussion and/or action.)*

Resolution in Support of Boone County's Grant Request to Develop a path as a Safe Route to Schools: Boone County is asking the BCCD Board of Trustees to support their grant by passing resolution 18-20 in Support of Safe Routes to Schools. A copy of the resolution is included in the board meeting packet. *(This item will be on the board meeting agenda for discussion and/or action.)*

Super Aggregates Quarry: Attorney Loss has requested time on the agenda to discuss the status of criteria that Super Aggregates agreed to implement as part of the operational permit and annexation agreement with the City of Belvidere. To date, none of the items that the BCCD had requested have been implemented. *(This item will be on the board meeting agenda for discussion and/or action.)*

New BCCD Trustee: The Boone County Administration Office has notified the District that a new trustee has been appointed by the Boone County Board. Please join the staff in welcoming Nichole Koch to the Board of Trustees!!

*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 October 2018
Director of Operations Mick Johnston

Autumn Pioneer Festival

This year's Autumn Pioneer Festival was very successful. The weather was awesome! Attendance was good. There were a few new exhibitors. There were also some new vendors. The feedback that I received at the information booth was unbelievable. We may need to start new recruiting techniques for volunteers. The volunteer ranks are dwindling. However the event is loved by our patrons. The BCCD staff was awesome (as usual)!

Ballard Farm Demolition & Salvage Projects

The demolition projects time limits have run out and staff has been focused on recycling concrete from that site. The areas that have had work done will need some continued effort to cleanup these areas. This will be a lengthy project. Some major dirt work should be expected at this site after the buildings are all gone.

Long Prairie Trail

The pre-bid conference has happened on Thursday October 4th. We are getting ready to put up signs on the trail notifying the public of the trail being closed. They should go up next week. Just a reminder the trail will be closed for construction November 26th 2018 through May 16th 2019.

Eagle Scout Project

The river signage for canoeing is in the final stages. Nick Wooten is the Scout that is working on this project. He is working with both the Belvidere Park District and the BCCD to co-ordinate these signs. This project should be finished within the next few weeks.

BOONE COUNTY CONSERVATION DISTRICT **Kishwaukee River** **Belvidere Park District**
Paddling Today?

FOR YOUR SAFETY, WE STRESS WHAT YOU SHOULD KNOW BEFORE YOU GO!

- ✓ Always wear a properly fitted Personal Flotation Device – commonly known as a life jacket! This means everyone!
- ✓ Take precautions for safety with first aid, proper clothing for the weather and water temperature conditions, and bring plenty of water to stay hydrated.
- ✓ Check your craft and equipment to be sure everything is in good condition.
- ✓ The American Canoe Association has excellent brochures and information available on their website: www.americancanoe.org

Remember – only you can decide whether your skills as a paddler are appropriate for the river conditions on any given day. People who have not successfully taken an accredited American Canoe Association or equivalent course for paddling rivers and streams are encouraged to do so before paddling. We want everyone to have a safe and enjoyable experience while out paddling the Kishwaukee River. If you and your paddling partners take a class you will discover a whole new level of appreciation and enjoyment! The Kishwaukee River and its tributaries are unmanaged, natural, river systems with dangerous strainers and currents. Paddling this river system is entirely at your own risk! The Kishwaukee River is one of the highest quality streams in the state of Illinois! It is a "Unique Aquatic Resource" and you can help keep it that way by following the principles of Leave No Trace! Check this link to learn more: <https://lnt.org/learn/?principles>.

There are two graphs on this site:

- 1) The first graph shows the current volume of flow in cubic feet per second as a blue line charted across the graph. Note that the current flow is the latest point plotted on the far-right hand side of the graph. The median daily statistic discharge is shown by yellowish-orange triangles plotted across the graph. Comparing the difference between these two values will provide you with the perspective about whether the volume of flow in the river is higher or lower relative to the median value on for the current date.
- 2) The second graph shows how deep the water is at the stream gage. This is depicted as gage height in feet. So, water flowing past the gage is shown as the gage height in feet. The current value is the end of the blue line plotted on the graph at the right edge of that graph.

Have a Great Day Paddling!

Eagle Scout Project Nicholas W. Wooten Troop 181 September 2018

36"

72"

Direct Printed and laminated 3mm ACM signs qty: 2
*confirm total quantity of signs

**Boone County Conservation District
Maintenance Board Report
Presented to the B.C.C.D. Board of Trustees on October 16th, 2018**

AUTUMN PIONEER FESTIVAL

The annual Autumn Pioneer Festival was held on September 22nd and 23rd.

-All Maintenance employees assisted with set up and tear down as well as operations during the event.

BALLARD FARM REMEDIATION/DEMO

Salvage operations commenced the week of October 1st.

-This was a joint effort between Natural Resource and Maintenance staff.

-A Komatsu PC 240 excavator was rented from Rolland Machinery to assist in building demolition as well as concrete and tree removal.

-4 buildings were torn down and 5 30 yard dumpsters were filled with debris. Some debris still remains on site and will be disposed of in the coming months.

-Trucks were rented from Cordray Brothers to assist in removal of existing concrete. Approx. 350 tons of concrete was removed. Cordray Brothers accepted all broken concrete at no charge for recycling.

-Scrap metal was separated from building debris, this has been staged near the Maintenance shop for recycling.

ARCHERY HUNT PROGRAM

Archery hunting was opened at 4 sites on October 1st.

-Other sites were closed to the general public for hunting the weekend of October 5th, 6th and 7th.

-Occasional closure of sites will continue into January.

-A big thank you to Joshua Sage, for assisting in placement of site closure signage for the hunt program.

EQUIPMENT REPAIR/MAINTENANCE

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

-Batteries were replaced in two exmark mowers.

SEASONAL EMPLOYEES

Seasonal Employees Ron Buchanan and Rodney Johnson will conclude their summer tour the week of October 15th.

-Their help is greatly appreciated and we look forward to having them back next season.

TRAIL MAINTENANCE

Extensive trail trimming and mowing has been ongoing.

-Continual monitoring of fallen trees and debris is ongoing, as well as occasional patching of areas of the Long Prairie Trail.

-With the help of Natural resources we are in the planning stages of extensive work on the horse trail including erosion control and widening of some areas.

-This work is tentatively being planned for January and will be weather dependent.

GARAGE AT KISHWAUKEE VALLEY C/A HOLLAND SITE

The Coon Creek Casters constructed a divider and shelving systems in the garage for storage of fishing equipment.

-Work was completed October 6th.

-This has been an ongoing partnership with the Conservation District that is extremely beneficial to both parties.

Monthly Report

By: Joshua Sage

Natural Resources Management Department

October 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 treatment is completed.

3. Piscasaw Fen Mitigation

- Weed control is completed for the season.
- Aaron M. completed the first and second Floral Quality Index (FQI) for the project. This data collection serves to inform the Army Corp of Engineers how the planting progresses over time.

4. Kinnikinnick Creek Conservation Area – USFWS Habitat Enhancement Project

- This project will create 17 acres of short grass prairie, shrub land, and oak savanna.
- Invasive resprouts treatment is completed for the season.
- One more growing season of weed control will take place before planting begins.
- 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. Invasive weed control in natural areas

- This task is completed and will start again with tree and brush removal after fall burn season.

6. Ballard Farm Conservation Area

- Building and concrete removal took place from October 1st through October 5th. We will plan on repeating this task every year for one week until the project is completed.



Education Department

October 2018 Board Report

School Programs

- Pioneer field trips are underway thru the end of the month.
- BHS Envirothon meeting weekly to prepare for competition.
- Meehan environmental club meetings are well attended. 1st fundraiser went well.

Public Programs

- Fishing pole lending program has seen increased borrowers.
- Coon Creek Casters in process of replacing/repairing several reels and will purchase some new poles for us.

Scouts

- Cub Scout program brochure published – several programs have been scheduled.
- Boy Scout Merit Badge workshops scheduled, published, accepting registrations.
- New Girl Scout programs almost finished. Brochure will be published.
- Two girl scout troops were her to earn “Bug” and “Flowers” badges this month.

Camp

- Will need to hire a new assistant camp coordinator. Plans underway to do that.

Meetings/Conferences

- IACD Conference presenter schedule complete, working on finding sponsors.
- IACD Qrtly meeting this month. Will submit treasurer’s report and conf. update.
- EEAI Roundtable scheduled for Oct. 25th in Elgin – “Next Generation Science Standards and Bridging the Gap between Formal and Non-formal Educators”

Other

- Attended Chamber cookout at Spencer.

Board Report September 2018
Special Events and Public Outreach Manager

With the Autumn Pioneer Festival done I am now in the process of planning for the Holiday Walk. Since we had a record crowd last year I am adding a few more stops to the event to try to relieve the congestion in the cabins and nature center. The date for the Holiday Walk is December 8 and the time is 5-8 pm. I will need volunteers for crowd control outside of the cabins and for parking if anyone is interested in volunteering.

I will be working on cleaning out the greenhouse and getting all garden equipment stored for the winter.

Tina and I will be going to the Midwest Outdoor Museum Conference November 8-10.

As soon as the weather cooperates I have volunteers who would like to collect seed and do trail cleanup. The colder weather will help with mosquitos and ticks.

Pam Stock

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
May volunteer hours June 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				
	Seed harvesting			\$ -
	Bee monitoring			\$ -
	weed removal			\$ -
	greenhouse			\$ -
	Herbicide training			\$ -
Flora Cleanup				\$ -
Burn				\$ -
				\$ -
Sub total				\$ -
Horse Trail Clean up				
				\$ -
Spencer Clean Up				
				\$ -
LPTCleanup				
				\$ -
Sub total				\$ -
Gardens				
	Gardening			\$ -
	Garden Greenhouse			\$ -
				\$ -
Sub total				\$ -
Education Dept.				
	Nature Center Animals			\$ -
	Turtle tank			\$ -
	Misc.	1	5	\$ 111.70
	Camp Programs			\$ -
	Nature Play area			\$ -
	Scout project	1	80	\$ 1,787.20
				\$ -
Sub total		2	85	\$ 1,898.90
Misc. Programs & Meetings				
	Probation office cleanup			\$ -
	Fair			\$ -
	Comcast Cares Day			\$ -
	Safety Program	1	18	\$ 402.12
	Wildflower Walkabout			\$ -
	Conservation tours			\$ -
	Wildflower ID Class			\$ -

Pam Stock				Monthly Report	
Special Events and Public Outreach Manager		May	volunteer hours	June	2018
	APF Steering Committee		\$	-	
Event or Program	APF	87	482 \$	10,767.88	
	Hometown Christmas Parade		\$	-	
	Holiday Walk		\$	-	
	APF Pumpkin washing				
Sub total		87	482 \$	10,767.88	
Maintenance			\$	-	
Sub Total		88	500 \$	11,170.00	
	Board Members				
Monthly Board Meeting		4	2 \$	44.88	
Committee Meetings					
	APF Steering Committee		\$	-	
	APF Volunteering	1	4 \$	89.36	
	Parks & Conservation		\$	-	
	Risk Management		\$	-	
	IACD		\$	-	
	Alternative Energy		\$	-	
	Greenways		\$	-	
	Willow Creek Corridor		\$	-	
	Water Preservation		\$	-	
	License Review		\$	-	
	Fair		\$	-	
	LPT Cleanup		\$	-	
	Canoe launch dedication				
Subtotal		4	8 \$	134.04	
Grand Total			\$	-	

RESOLUTION
NO. 18 - 20

WHEREAS, Safe Routes to School (SRTS) was established as a stand-alone Federal-Aid program in August 2005 through the passage of SAFETEA-LU, the Safe, Accountable, Flexible, Efficient Transportation Equity Act; and

WHEREAS, the SRTS Funding Cycle 2019, 100% reimbursable funding is available for infrastructure projects and non-infrastructure projects; and

NOW, THEREFORE, BE IT RESOLVED, that the Boone County Conservation District supports the Safe Routes to School (SRTS) application to connect North Boone School campus and the Village of Poplar Grove with a pedestrian/bicycle facility.

Approved this 16th day of October, 2018.

AYES: 4
NAYS: 0
ABSENT: 1

BY:

Board President

ATTEST:

Board Secretary

Final Accounts Payable for October

11/14/18 at 10:38:11.73

Page: 1

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

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18854	10/16/18	1ST RENTAL AND S	1050	209.00
18855	10/16/18	ADVANCE AUTO PA	1050	27.98
18856	10/16/18	AIRGAS USA, LLC	1050	259.92
18857	10/16/18	AJ BARKER	1050	150.00
18858	10/16/18	BOB KEMP	1050	500.00
18859	10/16/18	BOONE CTY SHOPP	1050	262.95
18860	10/16/18	BLUE CROSS BLUE	1050	3,816.96
18861	10/16/18	BELVIDERE ACE HA	1050	98.93
18862	10/16/18	BELVIDERE WATER	1050	18.80
18863	10/16/18	BERG INDUSTRIES	1050	150.00
18864	10/16/18	EMPLOYEE BENEFI	1050	299.21
18865	10/16/18	BOBCAT OF ROCKF	1050	1,055.29
18866	10/16/18	CARRIGAN DESIGN	1050	185.00
18867	10/16/18	CRAIG IBELING	1050	50.00
18868	10/16/18	CARBONITE	1050	588.00
18869	10/16/18	Cardmember Service	1050	4,797.76
18870	10/16/18	CITY OF BELVIDER	1050	1,312.99
18871	10/16/18	COMED	1050	630.35
18872	10/16/18	COMED	1050	37.92
18873	10/16/18	COMED	1050	31.39
18874	10/16/18	COMED	1050	35.73
18875	10/16/18	COMED	1050	16.72
18876	10/16/18	CORDRAY BROTHE	1050	4,442.56
18877	10/16/18	DAVID BALZER	1050	75.00
18878	10/16/18	DEBORAH S. LOOS	1050	600.00
18879	10/16/18	DBS, INC.	1050	100.00
18880	10/16/18	EICKMANS	1050	1,331.95
18881	10/16/18	FORESTRY SUPPLI	1050	517.00
18882	10/16/18	HANSON PROFESSI	1050	34,071.27
18883	10/16/18	HERITAGE SURVEY	1050	1,300.00
18884	10/16/18	HOME CITY ICE CO	1050	772.50
18885	10/16/18	HOME DEPOT CRE	1050	75.71
18886	10/16/18	HORIZON DISTRIBU	1050	669.90
18887	10/16/18	IACFPD	1050	200.00

**Boone County Conservation District
Check Register**

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

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18888	10/16/18	ILL. STATE TOLL HI	1050	15.60
18889	10/16/18	JOHN BALZER	1050	75.00
18890	10/16/18	JIM EVANS	1050	300.00
18892	10/16/18	LORI'S LITTLE CRIT	1050	33.15
18893	10/16/18	LOWES	1050	134.20
18894	10/16/18	MIKE PERRY	1050	100.00
18895	10/16/18	MDC ENVIRONMEN	1050	613.96
18896	10/16/18	MENARDS	1050	103.58
18897	10/16/18	MOSQUITO JOE OF	1050	1,000.00
18898	10/16/18	MR. GOODWATER	1050	63.00
18899	10/16/18	NAPA AUTO PARTS	1050	133.84
18900	10/16/18	NICOR	1050	37.54
18901	10/16/18	NICOR	1050	35.20
18902	10/16/18	OUTDOOR NEWS	1050	80.00
18903	10/16/18	PATRICK HUFF	1050	75.00
18904	10/16/18	COUNTRYSIDE MA	1050	861.82
18905	10/16/18	PETTY CASH	1050	126.57
18906	10/16/18	PNC	1050	46,493.60
18907	10/16/18	PORT-A-JOHN	1050	698.00
18908	10/16/18	RON BROCKMANN	1050	100.00
18909	10/16/18	ROBERT SARDEND	1050	50.00
18910	10/16/18	NATIONAL WILDLIF	1050	28.95
18911	10/16/18	R.J. DANIELS	1050	50.25
18912	10/16/18	ROLAND MACHINE	1050	3,673.00
18913	10/16/18	ROSE PEST SOLUTI	1050	200.00
18914	10/16/18	ROCK VALLEY PUB	1050	160.00
18915	10/16/18	SAM'S CLUB	1050	608.70
18916	10/16/18	TRACY NABOR	1050	100.00
18917	10/16/18	TOWN SQUARE PU	1050	495.00
18918	10/16/18	UNITED SANITATIO	1050	530.00
18919	10/16/18	WIPFLI CPAS AND	1050	7,900.00
18920	10/16/18	Yaegers Distributing	1050	422.00
AWDIMRF179	10/29/18	Ill. Municipal Retirem	1050	7,058.93

**Boone County Conservation District
Check Register**

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

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
MIDLAND001	10/29/18	MIDLAND BANK	1050	13.70
Total				131,061.38