

**Lake County Forest Preserve District  
Operations Committee Meeting  
Monday, November 5, 2018**

The Operations Committee met Monday, November 5, 2018 at the Lake County Forest Preserves General Offices, 1899 West Winchester Road, Libertyville, Illinois.

- 1.0 **Call to Order** -With a quorum present, Chair Taylor called the meeting to order at 9:00 a.m.

**Commissioners Present:**

Craig Taylor, *Chair*  
Mary Ross Cunningham, *Vice Chair*  
Chuck Bartels  
Steve Carlson  
Michael Danforth  
Bill Durkin  
Diane Hewitt  
Judy Martini  
S. Michael Rummel  
Vance Wyatt

**Absent:**

Brent Paxton

**Also Present:**

Ann B. Maine, *President*  
Alex "Ty" Kovach  
Mike Tully  
Jim Anderson  
Jim Ballowe  
Nan Buckardt  
Katherine Hamilton-Smith  
Mary Kann  
Steve Neaman  
John Nelson  
Randy Seebach  
John Tannahill  
Rebekah Snyder

Debbie Boness  
Alyssa Firkus  
Maureen Shelton  
Robert Lang, *Riverbend Benders*  
Don Schaefer, *Sno-Kommanders*  
Matt Norton, *Corporate Counsel*

- 2.0 **Pledge of Allegiance** – Member Wyatt led the Pledge of Allegiance.

Member Cunningham arrived at 9:03 a.m.

- 3.0 **Public Comment** – With Agenda item 9.3.

- 4.0 **Addenda to the Agenda** – There was no addenda to the agenda.

- 5.0 **Executive Director Comments**

Nan Buckardt, Director of Education introduced new staff member Alyssa Firkus.

Executive Director Kovach distributed his report and commented on:

- Preservation Foundation: strategic planning session to develop a membership program; and recent Development and Finance Committees' meetings;
- Solar-lit trails at Lakewood and Old School are now open until March 10;
- Rollins Savanna parking lot paving off of Washington Street is complete and open to public;
- Recent Access Audit and Transition Plan public feedback sessions;
- Trees and shrubs planted this fall as part of the annual reforestation program;
- Fall burn season is underway;
- 680 participants in the annual Halloween Hike event, and Museum staff presented a program to Grayslake North High School students about how to research historical topics;
- Payroll system conversion is in progress and staff is preparing for a committee review of the Capital Improvement Plan in late January.

- 6.0 **Correspondence** – With Agenda item 9.3.

7.0 **Approve Minutes**

Approve October 1, 2018 Operations Committee meeting open and closed session minutes. Motion by member Rummel, second by member Cunningham. Voice vote being had, the motion passed unanimously. The minutes were circulated for signatures.

8.0 **Old Business** – None

9.0 **New Business**

- 9.1 **For Information Only: During the upcoming Winter 2018-19, staff will remove at least seven (7) buildings, previously classified in the District's building inventory as "Awaiting Removal", to eliminate unneeded infrastructure, reduce environmental impacts, and manage operational costs.** Mike Tully, Chief Operations Officer introduced this item. John Nelson, Director of Operations and Infrastructure reviewed graphs that indicated that in 2009, the District owned approximately 553,337 sf of buildings. Over the last ten years the District has acquired or constructed approximately 469,443 sf of additional buildings, and removed approximately 425,168 sf of unneeded buildings. The District currently owns approximately 597,612 sf of buildings.

Mr. Nelson explained that in 2015 and 2016 the District's standing committees considered and issued policy direction regarding the status of the District's buildings. The District's current building inventory includes 138 buildings: 44 classified as "Forever", 33 "Maintain", 8 "To Be Evaluated", 35 "In Use – To Be Removed" and 18 "Awaiting Removal". The buildings to be removed this winter are "Awaiting Removal" and include: the former housing units at Dutch Gap (3 buildings total), Independence Grove, and Prairie Stream Forest Preserves. Mr. Nelson provided pictures of the buildings and responded to questions. A general discussion ensued.

- 9.2 **For Information Only: Update on Winter 2018-19 Snow & Ice Removal Operations.** Mr. Tully introduced this pilot program and explained that this comes from the work that the District has been doing with Stormwater Management and the District's Natural Resources staff over the past several years to reduce winter salt usage. Chlorides are a big issue for our lands and waters. Mr. Nelson explained that staff will be performing two adjustments this coming winter to reduce the amount of road salt applied during snow and ice removal operations: At sites with regular public use, staff will not apply road salt on preserve roads and parking lots except for the most severe ice conditions. At sites where public is minimal in the winter and/or multiple facilities exist, some parking lots will be left unplowed to encourage more concentrated use of other parking areas. Mr. Nelson showed the Committee maps of the parking lots that will be closed. President Maine requested signs that read low salt area. President Maine also requested an educational piece be jointly issued with Stormwater Management. Chair Taylor requested a press release for the Commissioners newsletters and to the media.

- 9.3 **For Information Only: Update on Winter 2018-19 Snowmobile Trail Locations.** Mr. Tully introduced this item. Mr. Nelson read to the Committee the 1983 Board adopted Trail Policy. This coming winter 2018-19 two local snowmobile clubs, the Riverbend Benders and Sno-Kommanders, will mark snowmobile trails at eight forest preserves: Black Crown, Grant Woods, Lakewood, Nippersink, Sedge Meadow, Singing Hills, Wadsworth Savanna, and Van Patten Woods. Snowmobile trails will not open until December 10th, even if there is snow before this date.

Mr. Nelson introduced Don Schaefer, Sno-Kommanders and Robert Lang, Riverbender Benders. Mr. Schaefer spoke and thanked the Forest Preserves for allowing snowmobile trails on District property. Member Rummel asked about liability. Mr. Lang pointed out that anytime they mark a trail the landowners are insured by the State of Illinois. Mr. Schaefer and Mr. Lang distributed the Illinois Snowmobiler magazine and the Snowmobiling Fact book to the committee members.

- 9.4 6-month report on the Bess Bower Dunn Museum of Lake County. Mr. Tully introduced this item. Nan Buckardt, Director of Education presented the update and shared with the Committee attendance numbers since the opening of the museum in March of 2018. In the six month period 20,828 people visited the museum; general admissions represented 66% of that number. Member Martini requested to know of the general admissions, how many were paid admissions. Mrs. Buckardt will provide member Martini with that information.

Member Hewitt left the meeting at 10:13 a.m.

Member Danforth left the meeting at 10:14 a.m.

- 9.5 Recommend approval of a Resolution awarding a Contract for the purchase of access control and video surveillance equipment and services to Computer Power Systems, LLC, Grayslake, Illinois, in the Contract Price of \$36,915.00. Motion by member Cunningham, second by member Bartels. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

Member Danforth returned at 10:16 a.m.

- 9.6 Recommend Approval of a Resolution awarding a Contract to Reinders, Inc., Sussex, Wisconsin, for the purchase of one Toro Multi-Pro 5800-G Sprayer, one Toro Greenmaster TriFlex 3300 Riding Greensmower, and two Toro Reelmaster 3555-D Fairway Mowers for use at Countryside Golf Club and ThunderHawk Golf Club in an amount not to exceed \$173,740.93. Motion by member Wyatt, second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

Member Hewitt returned at 10:18 a.m.

- 9.7 Recommend approval of a Resolution Awarding a Contract for Repair of the Visitor Center Low Roof at Independence Grove Forest Preserve to Workmasters, Inc., Des Plaines, Illinois, in the Contract Price of \$49,470.00. Mr. Tully summarized the recommendation. Jim Ballowe, Director of Facilities described where the low roof was located. Member Martini asked why we did not accept the low bidder. Matt Norton, Corporate Counsel explained that the low bid was not accepted due to the bid not including the required commitment letters for insurance and bond. President Maine requested that we change the bid documents to use stronger language instead of staff recommends use the word required for bonding and insurance requirements. Motion by member Rummel, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

- 9.8 Recommend Approval of a Resolution to extend the Contract with Smithereen Pest Management Services one year for Pest Control Services. Motion by member Carlson, second by member Martni. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

- 9.9 Recommend approval of a Resolution awarding Contracts for 2018/19 Small Invasive Tree and Shrub Control at MacArthur, Ethel's Woods, and Singing Hills Forest Preserves to Applied Ecological Services, Inc., Brodhead, Wisconsin in the Contract Price of \$183,275.00; and at Grainger Woods and Rollins Savanna Forest Preserves to Pizzo & Associates, Ltd., Leland, Illinois in the Contract Price of \$177,350.00. Mr. Tully explained that this was the third part of the project approved last month, called Multiple Forest Preserves, that came in over budget. The District repackaged this project into two smaller units. Mr. Norton responded to questions in regards to bids that come in over budget. Jim Anderson, Director of Natural Resources responded to additional questions. Motion by member Hewitt, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

9.10 Approve the Award of seven farm licenses at Duck Farm, Mill Creek, Pine Dunes, Prairie Stream, Raven Glen, and Waukegan Savanna Forest Preserves to the highest qualified bidders. Mr. Tully summarized the Recommendation. Mr. Anderson responded to questions and reviewed the map of the farm land at Waukegan Savanna. Member Martini asked about pesticides. Mr. Anderson explained that the District develops a Natural Resources Management Plan that guides the licensee on the amount of fertilizers and pesticides allowed. Motion by member Martini, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously.

9.11 Approve the Ratification of a Farm License Agreement at Black Crown Forest Preserve to Gerald Henningfeld. Mr. Tully summarized the Recommendation. Motion by member Carlson, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously.

10.0 Executive Session – None

Member Rummel commented on compliments he received about the forest preserves from a major donor.

President Maine thanked the committee for their hard work over the past two years.


11.0 Next Meeting – To Be Determined

12.0 Adjourn – With no further business; motion by member Cunningham, second by member Carlson, to adjourn. Voice vote being had, all in favor, the motion passed unanimously. The meeting adjourned at 10:35 a.m.

APPROVED:

Yea Nay

Yea Nay

  
Jessica Vealitzek, Chair

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Brent Paxton


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Bill Durkin, Vice Chair

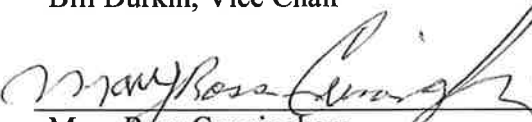
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Craig Taylor

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Mary Ross Cunningham

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Terry Wilke

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Ann B. Maine

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