

**Lake County Forest Preserves  
Finance Committee Minutes – November 9, 2023**

On Thursday, November 9, 2023, the Lake County Forest Preserve District's Finance Committee met at the District's General Offices in Libertyville, Illinois.

**1.0 Call to Order** – With the President present to establish a quorum, Chair Gina Roberts called the meeting to order at 1:00 p.m.

**2.0 Roll Call** –Committee Secretary Gragnani called the roll and three committee members responded, plus the President: Gina Roberts, Chair; Paul Frank, Vice Chair; Michael Danforth, and Angelo Kyle. Member Diane Hewitt arrived at 1:07 p.m. and member Sandy Hart arrived at 1:15 p.m. Absent: Sara Knizhnik and Ann Maine.

**Also Present:**

Carissa Casbon (1:12 pm)

Alex Ty Kovach

Matt Norton, *Corporate Counsel*

Steve Neaman

Mary Kann

John Nelson

Rebekah Snyder

Alex Eichman

Nan Buckardt

Ron Davis

Randy Seebach

Dan Stearns

Julie Gragnani

Debbie Boness

Laurel Diver

Kim Mikus Croke

Kevin Kleinjan

Mike Zahalka

Sandy Meyers

**3.0 Pledge of Allegiance** – Chair Roberts led the Pledge of Allegiance.

**4.0 Addenda to the Agenda** – None

**5.0 Approval of Minutes** – Motion by Vice Chair Frank, second by member Danforth to approve minutes of August 31, 2023, open and closed session; and October 2, 2023 joint committee meeting. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

**6.0 Public Comment for items not on agenda** – None

**7.0 Executive Director Comments** – Executive Director Kovach reported on:

- Forestry crew completed clearing buckthorn and other invasive species at two preserves;
- Fall 2023 Burn Season has begun; program received a \$15,700 grant from Illinois Habitat Fund;
- Deer management begins November 6<sup>th</sup>; bumblebee monitoring recap for the year;
- Volunteer restoration work is occurring with 48 certified volunteer burn crew members;
- Chiwaukee Prairie – Illinois Beach – Lake Plain Partnership Force of Nature Award;
- Resident comments on this year's Hike Lake County Program;
- Recap of fall school field trips and Dunn Museum YouTube channel video on Illinois state fossil;
- Dinosaurs: Fossils Exposed exhibit visited by 1,200 people so far;
- Preservation Foundation recent events to connect with new donors and long-time friends;
- Foundation's annual report was released; Fall 2023 Horizons magazine is now available;
- Recent social media posts; and campaign to promote Fox River Marina's winter boat storage;
- Beer Garden at Independence Grove concluded its 3<sup>rd</sup> season, exceeding budget by 8%;
- Current Endowment statistics; update on grant for Heron Creek Forest Preserve;
- Introduction of new staff: Kevin Galindo, Land Use Administrator

**8.0 Unfinished Business**

8.1 Policy direction regarding amendments to the Purchasing Policy concerning Responsible Bidders – At the August 31 meeting the Committee directed Corporate Counsel to research whether the District can amend its Purchasing Policy to provide either (i) that the bidder for a public works contract is “responsible” only if the bidder and its subcontractors, participate in an active apprenticeship and training program approved and registered with the U.S. Department of Labor’s Office of Apprenticeship; or (ii) that having or not having a program is a factor to consider in determining whether such a bidder is “responsible”.

Attorney Norton explained his firm’s findings that there is no clear legal answer to the Committee’s questions, however, there are caselaw and statutes that potentially support the inclusion in the Policy of either a program requirement, or a consideration of the program. Because of the lack of express statutory authority or caselaw directly on point, the imposition of such a requirement or consideration could be subject to legal challenge. If the District desires to amend its policy to include this provision, it should consider seeking specific statutory authority to do so from the General Assembly, similar to a recent amendment to the Counties Code that authorizes such an amendment. Mr. Norton responded to questions and a general discussion ensued. Mr. Norton suggested that the Committee work on amending the Policy while the Legislative Committee works on revising the District’s statutory authority. The consensus of the committee was to proceed with both of these approaches. Mr. Norton asked for clarification on making the apprenticeship program a requirement or a criteria, and discussion continued. The committee agreed on mirroring what the County is doing, and include a provision for a vendor to request an exemption.

## 9.0 Correspondence - None

## 10.0 New Business

10.1 Invoices and Requisitions – Motion by member Hart, second by member Hewitt to approve the August, September, and October 2023 legal bills. Voice vote being had, the motion passed unanimously and the invoices were passed for signatures.

10.2 Approve Changes to the Temporary Wage Schedule for 2024 - Motion by member Hewitt, second by member Hart to approve the recommendation. Director Kovach summarized the changes as set forth by legislation increasing the minimum wage to \$15.00 per hour by 2025. With a voice vote being had, the motion passed unanimously.

10.3 Recommend approval of a Resolution awarding a Contract for the purchase of New Patio Furniture at Thunderhawk Golf Club to Sister Bay Furniture in an amount not to exceed \$92,312.00 - Motion by member Hewitt, second by member Frank to approve the recommendation. Director Kovach noted that this replaces outdoor furniture purchased in 2006, and staff recommends rejecting the low bidder because its warranty does not conform to the bid specifications. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.4 Recommend approval of a Resolution awarding a two-year Contract for Janitorial Services to E.B.M., Inc. in an annual amount of \$111,133.92 - Motion by member Frank, second by member Hart to approve the recommendation. Mr. Kovach reviewed the locations served by the contract. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.5 Recommend approval of a Resolution awarding Two-Year Contracts for purchase of Grounds Materials to Potsie’s, Inc., Waupaca Sand and Solutions, Thelen Materials, LLC, Super Aggregates, and Central Tree and Landscape Mulch, LLC – Motion by member Frank, second by member Danforth to

approve the recommendation. Mr. Kovach summarized the contracts and with a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.



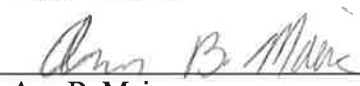
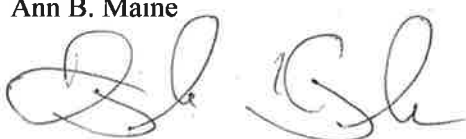
**11.0 Miscellaneous Business – None**

**12.0 Closed Session –** Motion by member Danforth, second by member Hart to go into closed session for the purpose of discussing the setting of a price for sale or lease of property owned by the District. Roll call vote being had, the motion passed by a vote of AYES: 5, NAYS: 0. The committee went into closed session at 1:30 p.m. and returned to open session at 1:47 p.m.

**13.0 Potential Action Following Closed Session – None**

**14.0 Adjournment -** With no further business, Chair Roberts adjourned the meeting at 1:47 p.m.

**APPROVED:**

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
 Gina Roberts, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	 Sara Knizhnik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Frank, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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Sandy Hart					