

**Lake County Forest Preserve District
Operations Committee Meeting Minutes - Monday, March 6, 2023**

The Operations Committee of the Lake County Forest Preserve District met on Monday, March 6, 2023, at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

1.0 Call to Order –Chair Vealitzek called the meeting to order at 9:00 a.m.

Request to attend the meeting via audio/video was received from Member Knizhnik due the business of the Public Body or of the County of Lake, and there were no objections. Chair Vealitzek declared Member Knizhnik present.

2.0 Roll Call – Committee Secretary Shelton called the roll and six committee members responded: Chair Jessica Vealitzek, Vice Chair Mary Ross Cunningham, Member Jennifer Clark, Member Sara Knizhnik, Member Adam Schlick and Member John Wasik. Absent: Michael Danforth

Also Present:

Angelo D. Kyle, <i>President</i>	Rebekah Snyder	Diana Drestke
Alex Ty Kovach	Pati Vitt	Mike Zahalka
Mike Tully	Alex Eichman	Kim Mikus
Nan Buckardt	Debbie Boness	Garnet Miller (Zoom)
Ron Davis	Beth Fredrick (Zoom)	Sandy Meyers
Mary Kann	Dave Cassin (Zoom)	JoEllen Carlucci
Steve Neaman	Ken Jones	Jessica Chong
John Nelson	Lisa Roberts (Zoom)	Tamela Lockett
Randy Seebach	Brian Wing	Maureen Shelton
		Matt Norton, <i>Corporate Counsel</i>

3.0 Pledge of Allegiance – Chair Vealitzek led the Pledge of Allegiance.

4.0 Addenda to the Agenda – None

5.0 Approval of Minutes - Motion by Vice Chair Cunningham, second by Member Clark to approve minutes from the February 6, 2023, meeting. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

6.0 Public Comment – None

7.0 Executive Director Comments – Executive Director Ty Kovach presented his report and responded to questions on:

- Museum Curator Diana Dretske was honored as a Lake County Woman Storyteller;
- Administration Director Mary Kann introduced new employee Jessica Chong;
- Registration for kids' summer programming opened on February 15;
- Maple Syrup Festival on February. 25;
- Dunn Museum is celebrating its 5th year of operations with a week of free admission;
- Popular post on social media about new cross-country ski grooming equipment;
- Chat box feature is being added to the District's website;
- Summary of Dunn Museum's *Color & Light: Charles Warner's Miniature Cathedrals* exhibit;
- Receiving a \$600,000 OSLAD grant for redevelopment of Lakewood Forest Preserve;
- Summary of recent donations to the Foundation;
- Summary of Foundation's quarterly meetings of committees and board;
- Statistics of Foundation grants made from the annual fund;
- Preliminary draft environmental assessment for the Waukegan Airport runway project;
- Reminded the committee about the Electronic Attendance Policy.

8.0 Correspondence – None

9.0 Unfinished Business – None

10.0 New Business

10.1 Approve and Accept New Donations to the Bess Bower Dunn Museum of Lake County's Collections. – Motion by Member Clark, second by Member Schlick to approve the recommendation. Nan Buckardt, Director of Education explained the recommendation and showed a PowerPoint presentation highlighting the new donations. Voice vote being had, the motion passed unanimously.

10.2 Recommend approval of an Ordinance amending the Fiscal Year 2023 budget to increase (i) expenses by \$30,000.00, for inventory and consultant services and (ii) revenue by \$25,000.00, for revenue to be received from the District's Native Plant Sale. - Motion by Vice Chair Cunningham, second by Member Wasik to approve the recommendation. Mr. Tully introduced the recommendation. Nan Buckardt explained the native plant sale and this budget amendment in further detail. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee for approval.

10.3 Recommend approval of a Resolution awarding a Contract to Burris Equipment Co. for the purchase of five Kubota Utility Task Vehicles in the Contract Price of \$124,505.81 - Motion by Member Schlick, second by Member Clark to approve the recommendation. Mr. Tully summarized the recommendation. Director of Operations and Infrastructure, John Nelson responded to questions. 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 Contract for the purchase of seven Ford Interceptor Utility vehicles to Morrow Brothers Ford, Inc., in an amount not to exceed \$282,695.00.- Motion by Vice Chair Cunningham, second by Member Clark to approve the recommendation. Mr. Tully summarized the recommendation. Mr. Nelson responded to a question. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full board for approval.

10.5 Recommend approval of Resolution awarding a three-year service agreement to Club Prophet Systems, Inc., in the total amount of \$97,776.00 (\$32,592.00 per year) to provide point of sale support and other services outlined below for golf operations at the three District golf courses. - Motion by Member Schlick, second by Member Clark to approve the recommendation. Mr. Tully summarized the recommendation. Alex Eichman, Chief of Golf Operations provided an explanation on the Point of Sale system and responded to a question. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee for approval.

10.6 Recommend approval of a resolution awarding contracts for Golf Course Plant Protectant Chemicals to BTSI; Chicagoland Turf; Clesens Inc.; Pendelton Turf Supply, Inc., Reinders, Inc., SiteOne Landscape Supply, and Tyler Enterprises/Masterblend International in a total amount not to exceed \$287,900.00. - Motion by Member Wasik, second by Vice Chair Cunningham to approve the recommendation. Mr. Tully summarized the recommendation. Mr. Eichman responded to questions and explained the golf courses Audubon Cooperative Sanctuary Certification and that the District's audit with Audubon International is approaching. A presentation will be brought to the Committee, after the audit, upon recertification that will further detail the certification program and requirements. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee for approval.

10.7 Recommend approval of a Resolution awarding a Contract for the purchase of one new Marsh Master amphibious track vehicle to Coast Machinery, LLC, in the Contract Price of \$236,700.00. - Motion by Vice Chair Cunningham, second by Member Wasik to approve the recommendation. Mr. Tully summarized the recommendation. Natural Resources Director Pati Vitt explained the vehicle in detail and how it will be used in the prescribed burn program and invasive species management in wetlands. She responded to questions and with a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee for approval.

Member Knizhnik left the meeting at 9:52 a.m.

10.8 Recommend approval of a Resolution awarding a Contract for the purchase of one new 2023 Rayco C200 Forestry Mower-Mulcher to Morbark LLC, in the Contract Price of \$345,404.07. - Motion by member Schlick, second by Vice Chair Cunningham to approve the recommendation. Mr. Tully summarized the recommendation. Pati

Vitt provided additional details on the mower-mulcher and the type of clearing it will be beneficial for. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full board for approval.

10.9 Recommend approval of a Resolution awarding a Contract for Reforestation Fencing Removals at Rollins Savanna to Mazarini, Inc., in the contract price of \$44,750.96. - Motion by Member Clark, second by Vice Chair Cunningham to approve the recommendation. Mr. Tully summarized the recommendation. Pati Vitt provided additional details and responded to questions. Director Vitt to send out a map of the location at Rollins Savanna where the fencing is being removed. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full board for approval.

10.10 Recommend approval of a Resolution approving a new Prescribed Burn Management Policy. Motion by Member Wasik, second by Member Schlick to approve the recommendation. Mr. Tully introduced the recommendation. Pati Vitt provided a history and reviewed the new objectives, highlighting the changes consisting of updated language changes from “Controlled Burn” to “Prescribed Burn; updated department structure; updated communication procedures; and updated training and approval requirements for Prescribed Burn Crew Members and Prescribed Burn Bosses. Director Vitt then responded to questions. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full board for approval.

Member Clark left the meeting at 10:18 a.m.

10.11 For Information Only – Grant to provide funding for the cost of equipment and initial implementation of body-worn cameras for officers in the Public Safety. – Mr. Tully summarized this grant program. Community Engagement and Partnerships Director Rebekah Snyder explained that Public Safety Director Ron Davis has identified this opportunity for funding body worn cameras that will be mandated by January 1, 2025. If awarded, the grant will provide partial funding to cover the cost of equipment and initial implementation of the cameras for all full and part-time rangers. The grant is limited to \$2,000 per camera and 45 cameras are needed, so the request would be up to \$90,000. Matching funds equal to the final grant request are required.

11.0 **Miscellaneous Business** – None

12.0 **Closed Session** –Motion by Vice Chair Cunningham, second by member Wasik to go into closed session for the purpose of reviewing approved closed session minutes for release or retention and deletion of verbatim recordings; and for discussing the purchase or lease of real property. Roll call vote being had, the motion passed by a vote of: AYES: 4, NAYS: 0. The committee went into closed session at 10:21 a.m. and returned to open session at 10:41 a.m.

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

14.0 **Adjourn** –With no further business, Chair Vealitzek declared the meeting adjourned at 10:41 a.m.

APPROVED:

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
 _____ Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Sara Knizhnik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Adam Schlick	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>			