



**LNNLRCD Special Meeting**  
**Date: November 17, 2004 Time: 10:00AM**

**I. Call to Order and Roll Call – Joe G. called the November 17th RCD meeting to order at 10:00AM.**

<b>Board Members Present:</b>	<b>Joe Gargano</b>	-	<b>President</b>
	<b>Herb Hill</b>	-	<b>Personnel</b>
	<b>Joe Olliges</b>	-	<b>Secretary</b>
	<b>Jerry Sellers</b>	-	<b>Member at Large</b>
	<b>Bill Piper</b>	-	<b>Treasurer</b>
<b>Guests:</b>	<b>Bob Bortman</b>		<b>Donald J. Finn</b>
	<b>Steve Messina</b>		<b>Ralph Petersen</b>
<b>Employees:</b>	<b>Becky Breckenfelder</b>		

**II. Pledge of Allegiance**

**III. Transition**

**A. Budget –**

**1. \$20,000 Transfer** - At the November 4<sup>th</sup> meeting, the board approved the transferal of \$20,000 from the line item *Acquisition and Construction* to the line item *Repairs and Updates*. Joe G. spoke to the accountant earlier in the week, who said that most governmental bodies (i.e.: municipalities, school districts and park districts) are governed by law to transfer funds (when they know a line item is going to go over what was budgeted), however, the RCD is technically a non for profit group, and so although they are a sub-body of the county board, they don't have to adhere to that policy.

**2. Insurance Renewal** – Upon the request of the board, Bill looked into the RCD's existing insurance policy. The company that holds the policy is one that ILAC recommended to groups of the RCD's type. As far as the premium goes, insurance goes up and will each year. He didn't find anything wrong with the present package and so he will not go any further with it. His recommendation is to continue with the present policy.

Joe G. said that the next premium would be due in the next few weeks. Joe O. asked about a break down of the policy. Bill said that he hasn't checked the policy yet, however, he will go through it and discuss it at the next meeting. The insurance covers liability, the building, etc.

**3. Checks and Balances** – The accountant agreed that the person maintaining the check register should not have access to the accounts and there should be a different signature on the checks.

Joe O. went to the bank to have his signature put on the account and found out that whenever someone is taken off or put on the accounts, then the entire board has to re-sign the forms, which he doesn't like. He'll be bringing the forms at the December meeting for everyone to sign. Joe G. asked the bank if they could take his names off with a letter and she said no, everyone has to resign the form. They will have to do it again when Joe's replacement comes on and if someone should resign in the spring. Joe G. thought it was absurd that everyone had to re-sign.

Joe G. said that when he went in to change the active members on the account in September, they still had Jim Berle, Tina O'Malley, and Amy Spelde on the accounts. Even though the RCD sent a letter to the bank requesting that they be taken off the accounts, it never got routed through the Rockford office. When Joe G. made a deposit last week, he forgot to endorse the back of the check and the bank didn't catch it until it was routed down to Chicago. They sent it back here and the Dixon branch mailed it back to the RCD office, along with a five-dollar return-check fee. Joe G. brought it in to Deb Espinoza, and told her that even though it was a small amount, the RCD shouldn't have to pay the fee because it was face-to-face transaction and should have been caught by the teller. Deb agreed and said that she doesn't know how it made it out of the building. Joe G. said that Bill, as treasurer, would have to investigate this and the board needs to decide if it still wants to continue to do business with Amcore.

B. **Officers** – Joe G. said that at the December meeting the board will have to decide who is going to be President and Vice-President; he added that, per the handout that he thinks is in the ordinances, at the start of every fiscal year they elect the officers and assign them their positions so whatever they decide at December's meeting will be for the interim. They need to at least elect someone to be president.

C. **Building Renovations** – Joe G. thanked Herb for the time that he put in toward the building renovations. He was in the basement and he said it was the driest he's ever seen it. Herb said that there are a couple of seams that need to be sealed. Joe G. said that the job looks like it's doing what it was supposed to have done. Herb said that the gutters are supposed to come on Monday.

**1. Outside Restoration** - The contractor will be putting the plantings that they took out back in. The board discussed whether they want to replace the grill that fell apart. There are some new grills stored at the treatment plant and the board doesn't know whom they belong to. Ralph said that they belong to New Landing – Bill suggested that they could buy them off of New Landing and Ralph said that he might be able to donate them to the RCD. Ralph asked if they would repair that lawn back there and Herb said they are not done yet – the landscape has not been completed. He also asked if they would be removing the sidewalk and Herb said that eventually they would like to remove that and bring the sidewalk all the way down from the tennis courts to the building. Ralph commented that the sidewalk doesn't go anywhere and Herb responded that they got into the \$5,000 overrun and had to shut things down and wait to address it next year during landscaping.

**2. Roof Shingles** - Joe O. asked if they have extra shingles from the roof job in case of future blow-offs and Herb said he didn't know – they were short seven bundles and they came in on Saturday, when Herb wasn't here, and did it. Joe O. asked because he had Don replace the shingles on the one side that had some come off from the wind and they don't match. Herb will ask Mark.

**3. Deadline on Completion of Remaining Tasks** - Mike, from Superior, called Joe G. and discussed their next payout and the fact that he won't be able to meet the deadline of November 18<sup>th</sup> regarding the installation of the gutters. He is having a hard time finding a gutter installer that could do the 6" gutters. Joe G. told him to go ahead – that they would hold him to the 18<sup>th</sup> deadline. He would like to vote to extend Superior's deadline. The four outstanding things that Joe G. knows of is the condenser, the final grading, the block in the basement, and the gutters. The contractor is going to change the blocks that were done in the basement because they put the wrong ones in.

Joe G. would like to take a walk with Herb around the building next week and do a punch list. Joe G. figured that the contractor would be looking for a final payout probably around

December, depending on what comes up on the punch list. There is also a performance bond on him for one year if something should go wrong within that time.

Joe O. motioned to extend the contractor's deadline for building renovations to December 3, 2004. Herb seconded the motion. Motion approved unanimously by roll-call vote. [11-17-04-01]

**4. Kitchen Renovations** – Joe G. went over the schedule with Becky and there is a time frame of about 17 days beginning the middle of February that there are no bookings currently scheduled. Joe G. said that it would be an advantageous time to do the job, however, they are going to have to create a spec. for the contractors to quote on and get it out to the two previous contractors that quoted the job earlier in the year. They wouldn't have to go out on bid for the job because the total cost would be under \$10,000.

Joe G. said that when they do the kitchen renovations, they should address some of the items from the fire department's report, i.e.: wiring in new exit signs, panic hardware on one of the doors, occupancy signs, more smoke detectors with new batteries, more fire extinguishers installed.

**5. Installation of Ventilation System in Basement** – Herb is going to get pricing on the hardware that he will require to do the job (Joe G. said that they will probably have to vote him some funds to purchase it). Joe O. asked if they installed the ventilation system, would it stop them from having to put in a dehumidifier down there. Herb said that they would have to wait and see. He doesn't think that they will need one, however, if they do bring heat in down there and periodically exhaust the air, then that will bring humidity in. Herb discussed what he would ideally like to see down there and Jerry said that they need to decide what they are going to use the basement for before they decide what type of ventilation and humidity control they are going to need. Bill said that even if they are just going to make a storage room out of it, there are certain minimums that they have to maintain anyway and Herb said that that was all he was doing was the bare minimum.

**6. Parking Lot and Park** – Joe G. gave Herb his plans for a parking lot improvement. He also mentioned the installation of horseshoe pits like some people have suggested at the Old East Beach.

**7. Budget** - Joe O. said that Bill needs to start looking at the budget and seeing how much money they have in the budget for this year and possibly postpone some of this till next year.

#### **D. Miscellaneous Topics**

**1. Lake Management Committee Rules** – According to Attorney Nye, the LMC meetings do have to be posted, open to the public, and recorded. It is not required to maintain written records of the meetings, however, the recorded copies should be maintained for five years.

Joe G. recommended that all the board members get a copy of the open meetings act guide as it is a really useful tool when conducting the RCD meetings. One example he cited was that they can inform the public that they will close the open meeting for an executive session and then reconvene afterward to make a decision because motions cannot be passed in a closed session.

Joe G. gave Jerry some material for the LMC meeting. Some examples of items that he recommended the LMC look into:

**2. Expanding and Improving the West Side of Flagg Road Silt Basin** –

Install a road to access the west side of it, either off of Flagg Road or install 6' culverts and go across the water. The first step would be to get an engineering firm (like Wendler) to assess it.

**3. East Shoreline of Flagg Road Silt Basin** – Slope the east shoreline (like they did to the south up to where they stopped) and use the concrete that was taken out of the building renovation for riprap.

**4. Extra Set of Boards for Dam** – Fred gave Joe G. the names of companies that will fabricate the boards for them – Joe will pass that info on to Joe O. Joe O. said that he thought when they lowered the lake and replaced the boards at the dam that they got two sets of everything. Joe G. said that Fred did get the second set of pipes for the dam, however, he didn't get around to getting the second set of boards before he resigned.

**5. Storage at Utility Building** – Ralph recommended that the board have an alternative storage area ready for the items that they have at the treatment plant because Gene Armstrong may request that they move their stuff out. The board agreed that they needed to get the stuff out of there.

**6. Brad Thacker** – Brad came by to pick up some documents and Joe G. introduced him to everyone and thanked him for the good work done on the building. Herb asked what contractor they were going to use for the gutters and Brad said it was someone out of Fulton. Brad said that everything should be completed by Thanksgiving. Bill asked if they have any extra shingles and Brad said that he can ask them to put a couple bundles off to the side for them. Herb told Brad that they will mark off where the benches need to go back in.

**7. Watershed Committee (Separate from the LMC)** – Joe G. said that when he went to a ILMA seminar a couple years back, they talked about Watershed Committees and recommended that they be separate from yet work in conjunction with a Lake Management Committee as well as the POAs, the RCD, the Township, and upstream property owners/stakeholders. Joe G. thought that if they did form a Watershed committee, that it should be comprised of one member from each POA, two members from the RCD board, one member from the township board, and two-four members of upstream stakeholders and that it should be coordinated through Dan Pierce. Being that Herb and Jerry are on the LMC, Joe G. thought that Joe O. and Bill should be the members from the RCD on the proposed watershed committee. Joe G. will get a copy of the letter that the RCD sent to McMillan to Joe O.

Jerry thanked Joe G. for his input, however, he said that he wasn't sure that watershed would be such an important issue that it would warrant a separate committee besides the LMC.

**8. Campground** – In the past, Joe O. and Joe G. had discussed putting stakes in at each campsite to attach plastic sleeves for campers to put their passes in and assigning campers to specific sites to help regulate it better. Also, the roadway needs topping off – they usually have Ken Oltmanns do it. And it would be good to put in a trashcan.

**9. Storage for Tractor & Trailer** – Joe O. said that the tractor has to be stored for the winter and recommended tarping it and put it over by New Landing by the burn-pile. Bill suggested that they could put it in the campground, however, Joe O. was concerned with vandalism. Ralph said that he can't speak for his board, however, they will be getting rid of a tractor, and once they get their salt in for the winter, if the RCD sends a letter, he could broach the subject with his board at their meeting, find out how much room they have in there and see if New Landing would allow them to store it in there. Joe O. said that the tractor could be taken off of the trailer to make it even smaller. Ralph also said

that he could find out if they would be allowed to store it by the dumpsters in the New Landing parking lot.

**10. 23-acre Parcel** – Joe G. wanted to contact a hydraulic dredging contractor to find out the feasibility of incorporating the 23-acre site into a hydraulic dredging plan, with an estimated projected cost. Jerry thought that Peter Barini did that already. Joe G. said no. Jerry recalled that someone came out and said that the RCD's existing dredge at the time was too small for the job. Joe G. agreed, stating that they said that they would need a 12-inch dredge and the last thing he had done was talk to Curtis Cook, the Ogle County engineer, who said that he would not allow water to be discharged into the open ditch, rather, it would have to be pumped up to the 23-acre site, augured under Flagg Road, with encasing installed, and the drain-off piped back down. Last year, Fred and Joe G. had discussed contacting a contractor to come out and give an estimate based on the above criteria, of what the cost would be so that they could plan a budget for it. Joe G. said that he would see if he has a hydraulic dredging contractor's name to give to Jerry. Jerry had thought that hydraulic dredging was so much more expensive than mechanical that it killed any plans for the hydraulic dredging. Joe G. said that the problem is that they can only go so far with the mechanical dredging in certain areas of the lake, even at Schings Park and Park Drive Park where they dredged last year, that there will always be silt there that is unreachable by mechanical means. Peter Barini came out and looked at the site with Tina and Joe G., and offered a proposal of \$10,900 to do a survey of the lake, determine the feasibility of the utilization of the 23-acre parcel, and give us a cost estimate on that, however, they turned it down due to the cost. Joe O. hopes that they can try to obtain more property adjacent to the silt basin because going up to the 23-acres would be too expensive to budget. Joe G. added that, according to the document that Jerry has, if the mechanical dredging that they had done last year had been performed hydraulically, it would have cost over a million dollars, however, they dramatically reduced that cost by removing 45,000-50,000 cubic yards that was in his calculations and removed it for \$180,000.

**11. ILAC** Joe G. said that the LNPOA requested that he speak at the December 1<sup>st</sup> ILAC meeting regarding the dredging that the RCD performed last year. Ralph said that the New Landing Board will also be hosting the February ILAC meeting and he suggested that the RCD attend both of them. He said that it is a great thing to go to. Bob said that even though the public is not invited to these meetings, however, he is sure they could arrange to have the RCD board attend. Bob mentioned that there is a lake community that will be at the meeting that will be buying their own hydraulic dredge and who is planning on renting it out to other interested lake communities – the RCD may want to look into that, also our community is the only one that doesn't have a lake manager. Ralph recommended that the RCD join the ILAC because it is such an informative and beneficial group. The fee per group is \$125 a year, based on the fact that we are a smaller lake. Bob added that a representative from the IDNR attends all the ILAC meetings. If the board members want to attend the ILAC meetings, they should contact Barb.

#### **IV. Guests/Public Opinion**

**(Limit 10 minutes per guest/group. Please hold all comments at this time).**

**A. Bob Bortman – Study/Transition** Bob reminded the board that they have the \$6,000 study that was performed a couple years ago to provide them with a good starting point. (Done by Applied Ecological Services) He also commended the board on having a meeting to help with the transition because, in the past, the RCD hasn't maintained continuity throughout their board changes. Joe G. agreed with Bob, stating that when one or more people leave the board, they have usually had to start over from scratch and to alleviate that, all the members of the past LMC have been given a copy of that study and the box that he just gave Jerry has the dredging study. Thousands of dollars have been spent on planning

and studying what needs to be done; Joe G. doesn't think any more money needs to be spent on that, they just need to implement some of the plans and studies that have already been done. He recommended coordinating their efforts with Dan Pierce, contacting the new owners of the adjacent property, and attending the township meeting in December to express their concerns to the township board.

**B. Steve Messina – Hunting at Flagg Road Silt Basin** - Steve asked the RCD board whether they are giving permission to people to duck hunt on their property and Bill said that they gave a temporary permit to one person (Chad Brinkman) to hunt geese at the Flagg Road Silt Basin. Steve asked if he was a member of their district and the board confirmed that he was a property owner in the Lost Nation sub-division. He asked if the area was five acres and the board confirmed that it was about five acres. His house is located off of Flagg Road to the East of the Basin, behind Steve Miners house. Joe O. said that the Silt Basin is at least a quarter mile away from his property. Ralph said that Ed Lamken called and he was quite irate about the hunting. Bob said that there has been a few complaints to Joann Reynolds (from the township) regarding the RCD allowing Chad to hunt there and that the RCD may get a call from her.

**C. Ralph Petersen** - Ralph suggested that the board try to contact the property manager for Toby Keith regarding the purchase of the property along the Silt Basin and let him know that they would be interested in acquiring some acreage alongside there. He also recommended that they could talk to Steve Messina about upstream stabilization measures, since he has upstream property.

**V. Adjourn:** Joe O. motioned to adjourn the November 17<sup>th</sup> RCD meeting. Jerry seconded the motion. Motion approved unanimously by roll-call vote and meeting adjourned at 11:54AM. [11-17-04-02]

**VI. Executive Session:**

- A. Personnel**
- B. Real Estate**

**Next Scheduled Date: December 2, 2004 Motion List**

**November 17<sup>th</sup> Motion List**

1. Joe O. motioned to extend the contractor's deadline for building renovations to December 3, 2004. Herb seconded the motion. Motion approved unanimously by roll-call vote. [11-17-04-01]
2. Joe O. motioned to adjourn the November 17<sup>th</sup> RCD meeting. Jerry seconded the motion. Motion approved unanimously by roll-call vote and meeting adjourned at 11:54AM. [11-17-04-02]