



REND LAKE CONSERVANCY DISTRICT

P.O. BOX 907 ■ 11231 MARCUM BRANCH ROAD ■ BENTON, ILLINOIS 62812
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MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE REND LAKE CONSERVANCY DISTRICT HELD August 28, 2017

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, August 28, 2017, at the Rend Lake Conservancy District Administration Office, 11231 Marcum Branch Road, Benton, Illinois. President Todd Thomas called the meeting to order at 8:35 a.m. The following attended:

Board of Trustees: In physical attendance: Ernest Collins, Kischa Jackson, Paul Lawrence, Nicholas LeMay, Todd Thomas, Robert Walton, and Keith Ward

Staff: Keith Thomason, General Manager; Larry Sanders, Legal Counsel; Michael Johnston, Comptroller; Leonard Killman, Water Plant Superintendent; Jeremy Richardson, Inventory Manager; and Jen Zinzilieta, Executive Assistant

Pledge of Allegiance

Visitors: Ron Marlo, General Public; Noel Smith, Greg Odom, and Ben Wilson, HeplerBroom LLC; Keith Slusser, Fick, Eggemeyer & Williamson Certified Public Accountants, PC

President Todd Thomas acknowledged the visitor, Ron Marlo, and asked if he had any comments. Mr. Marlo stated he was observing the meeting and had no comment at this time.

Minutes

Upon motion by Keith Ward and second by Nicholas LeMay to approve the minutes of the July 24, 2017 meeting as presented, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Acceptance of Check Register

Board members reviewed the check register. In response to questions from board members, the following information was provided: Detailing of the 2015 F-150 pickup was due to sap on the truck's paint that could not be removed by RLCD employees. The expense for golf hats and golf balls was for inventory in the Rend Lake Golf Course Pro Shop. Several toilet seats were purchased during the month because the lodge manager is fixing and updating the "little things" in the rooms and condos to keep the quality up at Season's Lodge. The check issued to Fick, Eggemeyer & Williamson, CPA's was for the annual audit of fiscal 2017 financial statements. The audit was placed out for bid in March 2017 and Fick, Eggemeyer & Williams, CPA's was awarded the bid. It was pointed out that there were two checks written to the Golf Professional for membership dues. The Comptroller explained that the first check was voided and another check was issued. Discussion ensued regarding voided checks and Mr. Thomason indicated that information regarding voided checks will be included in the Board packet.

Upon motion by Keith Ward and second by Kischa Jackson to accept the Check Register as presented, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

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General Manager's Report

Mr. Thomason, presented the General Manager's report covering the following items:

- IEPA water requirements continue to be met
- Unusually high chlorite readings again this year – RLCD is doing follow up testing to identify the raw water contaminant that is causing the issue to be better prepared to anticipate and address this problem in the future
- Daily average and maximum flows of drinking water
- AMR meter transmitter replacement is complete
- Water plant roof leak has been stopped for now by patching it – the bids were very high and RLCD will be meeting with contractors to figure out less expensive options
- Painting project of the fire hydrants is underway and expected to be completed this fall
- Raw water pump has been sent to Flanders for rebuild
- Water main breaks – four breaks this month
- Golf revenues behind budgeted revenue
- Lodge revenues continue to be ahead of budgeted revenues but behind in long term rentals
- Rend Lake Resort remains closed
- Dead tree removal continues as weather permits
- Safety – no accidents this month

Financial Report

Mr. Johnston presented the financial report for the month of July. In his report, he noted that Big Muddy Prison owed the District \$564,264 and the state, in total, owed the District \$604,740. It was pointed out that the Recreation – Central Leasing revenue appears to be down, but it is due to the farm income being received differently than in the past. The Comptroller will be adjusting the monthly budget to more accurately reflect which months farm revenue is expected to be paid.

Engineering Projects

Mr. Thomason provided an update on the following engineering projects:

IDOT Relocation along Wastena to Yellowbanks Route 37

Mr. Thomason reported the project is expected to begin in the next couple of months. RLCD will be doing part of the work in-house. The cost of the project is estimated to be \$25,000.

DuQuoin Swamp Bypass

Mr. Thomason reported the project is underway and should be completed by the end of the year. Approx. 1,000 feet of the project still needs to be completed but the section under the swamp area is complete.

Mt. Vernon BPS Electrical Upgrade

No work has begun but the equipment has been ordered. The work is expected to be done before next summer.

Second 36" Water Treatment Plant Transmission Pipe

Mr. Thomason reported the project is in the easement collection stage with the land owners. The project is expected to be bid during the winter with construction to begin in the spring of 2018.

Carterville 8" Water Main Replacement

The project is moving forward and the project is in the easement collection stage with the land owners.

Leased Facilities

Mr. Sanders reported on the leased facilities of the District. The restaurant and shooting complex are continually making improvements to their facilities.

Mrs. Jackson stated the Rend Lake sign on the corner of Highway 154 and Gun Creek Trail is in need of repair. Mr. Thomason explained the sign is owned by the District and is located on US Army Corp of

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Engineer's property. The Rend Lake Tourism Council is currently in the process of improving the sign; however, the electronic portion of the sign will not be fixed. The improvement of the sign should be completed by January 2018. Keith Ward also noted that the sign on Highway 154 is not very bright and some bulbs might be out. Discussion ensued regarding the refurbishment of the lighting of the sign.

Bids and Purchases

Water Media Filter Replacement

Mr. Thomason presented information on the quotes for the water media filter replacement. RLCD is waiting to receive a quote from one more company. The lowest quote received so far was for \$11,499.

Upon motion by Nicholas LeMay and second by Todd Thomas to award the water media filter replacement to the lowest quote when all the quotes have been received, but not to exceed 14 days of waiting for the last quote, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Raw Water Pump Rebuild

Mr. Thomason presented information on the three quotes received for the raw water pump rebuild. Mr. Thomason said it is very important to repair the pump as quickly as possible. Mr. Killman agreed that this repair needs to be done in a timely manner because if the pump breaks down RLCD will have difficulty supplying enough water to our customers. Mr. Thomason said that since this is an emergency situation, he recommends going with Flanders Electric of Illinois. Discussion ensued regarding awarding the quote to a company that is not the lowest of the three. It was decided that since this is a critical component and an emergency situation, RLCD can go with the company it has confidence in making the repair in a timely manner.

Upon motion by Keith Ward and second by Paul Lawrence to award the raw water pump rebuild to Flanders Electric of Illinois, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Roof Repair Project at Season's Condominiums

Mr. Thomason presented information regarding repair of Season's Condominium's roof. Since the roof is a high pitched roof on a four-story building the cost is very expensive to have an outside company repair. Thus, Mr. Thomason recommends having the work done internally and do the repairs in sections over a 3 to 4 year time span starting with the back half of the south side of the building.

Upon motion by Robert Walton and second by Nicholas LeMay to complete the roof repair in sections by employees of the Rend Lake Conservancy District at Season's Condominiums with a budget of \$10,000 for the first section of the south side of the building, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Golf Course Rough Mower

Mr. Thomason presented information regarding the purchase of a used rough mower for approximately \$20,000 at the golf course. The purchase was approved by the Board President and the GM per the purchasing policy. After brief discussion, Mr. Thomason indicated that the purchasing policy will be reviewed and updated as needed at the next meeting.

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Carpet at Season's Lodge & Condominiums

Mr. Thomason requested approval to purchase an additional \$30,000 of carpeting for the Season's Lodge and Condominiums as part of the long-term effort to replace the deteriorated carpet in the facility. This purchase will replace the worn carpet in the hallways and the rooms with the worst carpet problems. Mr. Thomason requested approval to use either of the two low bidders from the most recent carpet bids since the low bidder has not yet completed all of the work that was due to be completed before the recreation's busy season began.

Upon motion by Keith Ward and second by Nicholas LeMay to grant permission to Mr. Thomason to proceed with the purchase and installation of carpeting at Season's Lodge & Condominiums with a budget of \$30,000 from one of the lowest two bidders and to attempt to get a discount from the lowest bidder of last year since the carpeting is still not installed, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Work Boat Purchase

Mr. Thomason discussed the need for a work boat to collect pollutant samples in the lake, monitor for pollutant sources, move buoys at the intake structure, and conduct miscellaneous water side maintenance activities and inspections. To minimize the cost to the District, Mr. Thomason recommends purchasing a used boat for no more than \$7,500.

Upon motion by Kisha Jackson and second by Keith Ward to authorize Mr. Thomason to purchase a work boat with a budget of \$7,500, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Emergency Communication Radio System

Mr. Richardson presented information about the purchase of emergency communication radios which will be used when conventional means of communication within the full distribution system fails. Three quotes were received from Roy Walker Communications, Novacom, and United Radio. The radio system will consist of a base station located at the Rend Lake Water Plant, one radio at the base station, and 4 handheld radios. The total package for the five radio system is \$4,989.97

Upon motion by Kisha Jackson and second by Keith Ward to authorize the purchase of the emergency communication radio system from Roy Walker Communications for a price of \$4,989.97, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Greater Egypt Regional Planning and Development Commission Appropriation

Upon motion by Keith Ward and second by Robert Walton to approve the appropriation request of \$4,049.34 to the Greater Egypt Regional Planning and Development Commission, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Mrs. Jackson commented that she would like the Purchasing Policy to be added to next month's agenda as a discussion topic.

August 28, 2017 (Continued)

Audit Report for Fiscal Year Ending April 30, 2017

Keith Slusser from Fick, Eggemeyer & Williamson Certified Public Accountants, PC presented the auditor's report for fiscal year ending April 30, 2017.

Upon motion by Nicholas LeMay and second by Ernest Collins to accept the annual audit report as presented, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Closed Session

Upon motion by Nicholas LeMay and second by Robert Walton to go into Closed Session at 10:30 a.m. to consider: (1) Personnel (For the Discussion of the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal); (2) Collective Negotiations (For the Discussion of Collective Negotiating Matters); (6) Sale, Purchase or Lease of Property (For the Setting of a Price for Sale, Purchase or Lease of Property); (8) Security (For discussion of security procedures); (11) Litigation (For the Discussion of Pending, Probable or Imminent); and (21) Closed Session Minutes (For the Discussion of Closed Session Minutes); the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Upon motion by Keith Ward and second by Kisha Jackson to come out of Closed Session at 12:05 p.m., the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Closed Session Minutes

Upon motion by Keith Ward and second by Nicholas LeMay to approve the Closed Session Minutes of July 24, 2017, the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.

Adjournment

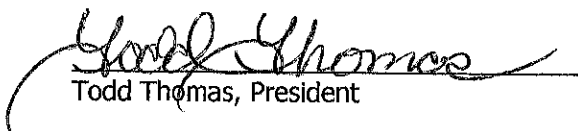
Upon motion by Nicholas LeMay and second by Kisha Jackson to adjourn the meeting at 12:10 p.m., the Board voted as follows:

Ayes: Collins, Jackson, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: None

The President declared the motion carried.


Todd Thomas, President


Robert Walton, Secretary