



REND LAKE CONSERVANCY DISTRICT

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE REND LAKE CONSERVANCY DISTRICT HELD March 27, 2023

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, March 27, 2023, at the Rend Lake Golf Course Banquet Room, 12476 Golf Course Road, Whittington, IL. President Michael Warren called the meeting to order at 8:30 a.m. The following attended:

Board of Trustees: In physical attendance: Ernest Collins, Nicholas LeMay, John Spence, Todd Thomas, Robert Walton, and Michael Warren. Absent: Paul Lawrence

Staff: In physical attendance: Keith Thomason, General Manager; Michael Johnston, Comptroller; Tony Furlow, Water Plant Superintendent; Jeremy Richardson, IWS Distribution Manager; Keith Vaughn, Buildings Construction and Repair Manager; Wesley Ing, General Maintenance Manager; Amy Krueger, Seasons Lodge Manager; Jason Stille, Golf Professional; Pete Hunter, Golf Course Superintendent; and Jen Zinzilieta, Executive Assistant. Via Telephone: Larry Sanders, General Counsel

Visitors: None

Minutes

Upon motion by Ernest Collins and second by Nicholas LeMay to approve the minutes of the February 27, 2023, Regular Meeting as presented, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Acceptance of Check Register

Upon motion by Nicholas LeMay and second by Todd Thomas to accept the Check Register as presented, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Report of the Executive Team

Mr. Keith Thomason presented a report regarding the following items:

- Mr. Thomason reported that the District continues to have protocols in place for the safety of everyone regarding the Coronavirus.
- A report was given regarding the transfer of the Artisan Shop to the District.
- A report was given regarding the continued work of the development consultant, FGM Architects. Representatives from FGM Architects will be at the April board meeting to give a presentation.
- A report was given regarding the winter upgrades at the recreation departments.
- A report was given regarding the Filter Project and the CO₂ System Project at the water plant.

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March 27, 2023 (Continued)

Mr. Michael Johnston presented the financial report for the month.

- Mr. Johnston reported on the finances of each department.
- Mr. Johnston reported that Big Muddy Prison owes the District \$667,909 and the state, in total, owes the District \$760,128.

Report of the Department Managers

Mr. Wesley Ing, General Maintenance Manager, presented the following information:

- A report was given regarding the projects that the general maintenance department have been working on during the past month including tree removal on the golf course, clear cutting the easements, and sludge hauling.

Mr. Jeremy Richardson, IWS Distribution Manager, presented the following information:

- A report of the water and sewer leaks during the past month was given.
- A report of the maintenance, repairs, and upgrades in the water system was given.

Mr. Tony Furlow, Water Superintendent, presented the following information:

- A report of the daily average and maximum flows of drinking water was given.
- A report was given regarding the EPA regulations being met.
- A report of the water plant equipment and repairs was given.
- A report was given regarding the sewer system and lift stations.
- A report of the membrane system was given.

Mr. Keith Vaughn, Buildings Construction and Repair Manager, presented the following information:

- A report was given regarding the projects that have been completed and those that are still in process such as the upgrades at the lodge and condominiums during the winter months.
- A report was given regarding the repairs and work being done at the Artisan Shop building.
- A report was given regarding the plan of action for the odor at the restaurant.

Restaurant Odor Plan of Action

Upon motion by Ernest Collins and second by Nicholas LeMay to approve Litton Enterprises, Inc. to add additional vents to the water closet of the restaurant building and for Litton Enterprises, Inc. to conduct an additional smoke test on the kitchen drain for \$3,925.00, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Mr. Pete Hunter, Golf Course Superintendent, presented the following information:

- A report was given regarding the winter work that is being done at the golf course.

Mrs. Amy Krueger, Manager of Season's Lodge and Condominiums, presented the following information:

- A report was given regarding the upgrades to the lodge and condominiums during the winter months.

Mr. Jason Stille, Golf Professional, presented the following information:

- A report was given regarding the timeframe of the arrival of the new golf cars from Club Car.

District's Strategic Plan

Mr. Thomason stated that the Strategic Plan provides an overall direction of the District. Mr. Thomason reported that the Strategic Plan has been updated. The Strategic Plan will change as the priorities change and projects are completed.

March 27, 2023 (Continued)

Ordinance 309 – Regarding Water Rates

Upon motion by Todd Thomas and second by John Spence to adopt Ordinance 309 which will increase the municipal one-year rate by \$0.11/1,000 gallons and the five-year rate for any municipal body that has not yet accepted the proposed amendment, be increased by \$0.23/1,000 gallons per year for each of the next 5 years, if the amendments are agreed to at a later date, then the one-year rate will apply, and non-municipal rates be increased by \$0.11/1,000 gallons for one-year, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Water Contract Amendments

Upon motion by John Spence and second by Robert Walton to accept and duly sign the amendments to the water service contracts received from the municipal bodies, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Bids and Purchases

Audit Bid

Mr. Johnston presented information regarding the audit bid. The District received one bid from an auditing firm. Discussion ensued. No vote was taken.

Seasons Lodge & Condominiums Mattress and Foundation Purchase

Upon motion by Todd Thomas and second by John Spence to approve the purchase of eighteen queen mattresses and foundations from Serta, Inc. for a price of \$10,116.09, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Seasons Lodge & Condominiums Blinds Purchase

Upon motion by Michael Warren and second by Todd Thomas to approve the purchase of fifty-one window blinds from Blinds.com for a price of \$11,681.49, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Seasons Lodge & Condominiums 50-inch TV Purchase

Upon motion by Michael Warren and second by John Spence to approve the purchase of thirty-five 50-inch televisions for Seasons Lodge and Condominiums from different locations for a cost of each television to range from \$250.00 to \$300.00, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

March 27, 2023 (Continued)

Golf Car Battery Situation

Mr. Thomason presented information regarding the battery life of the current golf cars at the golf course. A proposed plan for the golf car situation was given including buying new batteries for the current golf cars, renting golf cars, or doing a combination of buying batteries and renting golf cars until the new golf cars arrive.

Upon motion by Nicholas LeMay and second by John Spence to authorize the General Manager, Keith Thomason, to decide how to proceed with the golf car situation to best suit the needs of the golf course until the new golf cars arrive, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Workers' Compensation Insurance

Mr. Sanders presented information regarding the bids received for the Workers' Compensation Insurance.

Upon motion by Ernest Collins and second by Nicholas LeMay to approve Encova as the Workers' Compensation Insurance carrier with Dimond Brothers Insurance as the broker for a premium of \$89,665 per year, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Illinois Legislative Update

Mr. Sanders informed the Board that Mr. Bradley continues to keep in touch with him on legislation that might impact the District.

Closed Session

Upon motion by Ernest Collins and second by John Spence to go into Closed Session at 10:10 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, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Upon motion by Ernest Collins and second by Todd Thomas to come out of Closed Session at 10:30 a.m., the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

March 27, 2023 (Continued)

Ordinance 310 – Regarding Workplace Environment

Upon motion by John Spence and second by Michael Warren to adopt Ordinance 310 – Regarding Workplace Environment as presented and approve a qualified trainer be contacted to provide employee training regarding Ordinance 310 and, harassment in the workplace in general, upon the terms and conditions agreed to with management not to exceed their financial limits, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Leak Allowance Procedure

Upon motion by Nicholas LeMay and second by Todd Thomas to approve a change to the leak allowance procedure to allow leak allowances for leaks resulting in an estimated loss of more than 1,000,000 gallons or 25% of monthly usage for wholesale customers, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Draft Budget May 1, 2023 – April 30, 2024

Mr. Thomason presented the draft budget for Board discussion and approval for public review. Mr. Johnston presented the estimated cash flow of fiscal year 2023 for the District. Discussion ensued.

Upon motion by John Spence and second by Michael Warren to approve the draft budget for public review, the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Schedule Budget Hearing – April 24, 2023 at 8:25 a.m.

Upon motion by Robert Walton and second by John Spence to approve the public budget hearing for April 24, 2023 at 8:25 a.m., the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.

Adjournment

Upon motion by Ernest Collins and second by John Spence to adjourn the meeting at 11:11 a.m., the Board voted as follows:

Ayes: Collins, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Lawrence

The President declared the motion carried.


Michael Warren, President


Robert Walton, Secretary