



# 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 April 26, 2021

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, April 26, 2021, at the Rend Lake Golf Course Banquet Room, 12476 Golf Course Road, Whittington, Illinois. The Vice-President conducted the meeting for convenience factors since the President attended the meeting via telephone. Vice-President Nicholas LeMay called the meeting to order at 8:32 a.m. The following attended:

**Board of Trustees:** In physical attendance: Ernest Collins, Paul Lawrence, Nicholas LeMay, Robert Walton, and Keith Ward. Via telephone: Todd Thomas. Absent: Michael Warren.

**Staff:** In physical attendance: Keith Thomason, General Manager; Larry Sanders, General Counsel; Michael Johnston, Comptroller; Tony Furlow, Water Plant Superintendent; Jeremy Richardson, IWS Distribution Manager; Keith Vaughn, Buildings Construction and Repair Manager; Sean Pickford, District Engineer; Jason Stilley, Golf Professional; Pete Hunter, Golf Course Superintendent; Amy Krueger, Season's Lodge and Condominiums Manager; and Jen Zinzilieta, Executive Assistant.

**Visitors:** Randy Martin and Tracy Merriman from Dimond Brothers Insurance  
Mr. Martin explained to the Board that he has been the District's Workers' Compensation insurance agent. He presented information regarding the Workers' Compensation bids he turned in and gave the pros of continuing with his company.

### Minutes

Upon motion by Keith Ward and second by Nicholas LeMay to approve the minutes of the March 22, 2021, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

### Acceptance of Check Register

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

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

### Report of the Executive Team

Mr. Thomason presented a report regarding the following items:

- A report of the District's response to the Coronavirus Pandemic was given. All utility operations remain fully functional. The managers and employees have done a very good job complying with the recommendations.

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## April 26, 2021 (Continued)

- Mr. Thomason has been reaching out to all the mayors and chairmen. The District has offered assistance to wholesale customers that need help completing their Risk and Resiliency Assessment. Keith will also be attending the Franklin County Board meeting and the Jefferson County Board meeting to answer any questions they may have of the District.
- The managers are working hard to get ready for the busy summer season. The District continues to make improvements in the recreation area.
- The cabin that required a complete remodel is completed.
- The recreation managers are going to have a meeting every Wednesday to ensure the team coordinates the activities of the week and that the guests are served in the manner expected.
- The District has identified marketing needs for the upcoming recreation season. The District has started to receive resumes for the Communications Director position to determine if there is a candidate with demonstrated ability to increase revenue. In the interim, the District has received proposals from two marketing companies that will be discussed later in the meeting.

Mr. Johnston presented the financial report for the month of March.

- Mr. Johnston reported that Big Muddy Prison owes the District \$521,727 and the state, in total, owes the District \$606,060.

Mr. Sanders presented a report covering the following items:

- Mr. Sanders reported the video gaming board approved the gaming license. The target date for the gaming to be up and running at the restaurant is May 1, 2021.

### Report of the Department Managers

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 of the water plant equipment and repairs was given.
- A report of chemical costs was given.
- A report was given regarding pumps at the sewer lift stations.

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 was given regarding the SCADA system and the radio communication system.
- A report was given regarding an upcoming trenching and shoring safety training for the District's employees and the District's satellite customers.
- A report of the dock at the Gun Creek boat ramp was given.

Mr. Sean Pickford, District Engineer, presented the following information:

- A report of the engineering projects was given.
- 9<sup>th</sup> Street Water Main Project: The project is in process.

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

- A report was given regarding the Jr. High State tournament that will be held at the Rend Lake Golf Course in May.

Mrs. Amy Krueger, Lodge Manager, presented the following information:

- A report was given regarding the updates being made at the lodge
- A report was given regarding the completion of the remodel at the Bass Cabin.

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

- A report was given regarding the irrigation system on the golf course.
- A report was given regarding the improvements made on the golf course.

## April 26, 2021 (Continued)

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

- Mr. Vaughn reported that he has been helping with Cabin #4 construction since January 1 and with the remodel of the Bass Cabin.
- A report was given of the projects that have been completed throughout the District and projects that are currently in process.

### **Bids and Purchases**

#### Purchase of Chemicals for the Golf Course

Mr. Thomason presented information regarding the purchase of herbicide chemicals for the golf course from VanDiest Supply Company for \$2,550.75.

Upon motion by Keith Ward and second by Nicholas LeMay to approve the purchase of herbicide chemicals for the golf course from VanDiest Supply Company for \$2,550.75, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

#### Golf Course Pump Station Pump & Motor

Mr. Thomason presented information regarding the quotes received for a new pump and motor and the quotes to rebuild the existing pump and existing motor for the golf course pump station. Mr. Thomason recommended purchasing a new pump from C & C Pumps and Supply for \$11,000 and to rebuild the existing motor for \$3,800 from Flanders Electric for a total cost of \$14,800.

Upon motion by Paul Lawrence and second by Ernest Collins to approve the purchase of a new pump for \$11,000 from C & C Pump and Supply and to rebuild the existing motor for \$3,800 from Flanders Electric, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

#### Property & Casualty Insurance

Mr. Sanders presented information regarding the renewal of the Property & Casualty Insurance with S.C.D. Rea & Sons, Inc. for \$196,473 with a policy period of 05/01/2021 - 05/01/2022.

Upon motion by Robert Walton and second by Paul Lawrence to approve the renewal of the Property & Casualty Insurance with S.C.D. Rea & Sons, Inc. for \$196,473, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

#### Marketing

Mr. Thomason presented information regarding the two marketing proposals the District received from the marketing agencies. Mr. Thomason recommended going with Idea Creative Marketing. This marketing company requested a three month commitment from the District.

Upon motion by Keith Ward and second by Robert Walton to approve a three month commitment with the marketing agency, Idea Creative Marketing, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

## **April 26, 2021 (Continued)**

### Workers' Compensation Insurance

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

Upon motion by Paul Lawrence and second by Nicholas LeMay to approve Carolina Casualty as the Workers' Compensation Insurance carrier with Dimond Brothers Insurance as the broker for a premium of \$124,869 per year, the Board voted as follows:

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

Nays: None

Absent: Warren

The Vice-President declared the motion carried.

### **Illinois Legislative Update**

Mr. Sanders informed the Board that Mr. Bradley has kept in touch with him on legislation that might impact the District.

Mr. Paul Lawrence left the meeting at 9:55 a.m.

Mr. Michael Warren joined the meeting via telephone at 9:55 a.m.

### **RLCD Budget and Capital Plan Discussion**

Mr. Thomason and Mr. Johnson presented the Board with two options of the proposed budget for the fiscal year beginning May 1, 2021 and ending April 30, 2022. It was pointed out that \$15,000 needs to be added to the capital plan for finishing cabin #4 construction. Discussion ensued.

Upon motion by Keith Ward and second by Robert Walton to approve the proposed budget indicated as option #2 as presented and to add \$15,000 to the capital plan for finishing cabin #4 construction, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward, Warren

Nays: Collins

Absent: Lawrence

The Vice-President declared the motion carried.

### **District's Strategic Plan**

Mrs. Jen Zinzilieta reported on the status and timelines of the objectives within the District's Strategic Plan.

### **Closed Session**

Upon motion by Robert Walton and second by Ernest Collins to go into Closed Session at 10:45 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, Thomas, Walton, Ward, Warren

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

Upon motion by Ernest Collins and second by Keith Ward to come out of Closed Session at 11:29 a.m., the Board voted as follows:

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

Nays: None

Absent: Lawrence

**April 26, 2021 (Continued)**

The Vice-President declared the motion carried.

**Closed Session Minutes**

Upon motion by Keith Ward and second by Ernest Collins to approve the Closed Session Minutes of the March 22, 2021, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

**Adjournment**

Upon motion by Ernest Collins and second by Nicholas LeMay to adjourn the meeting at 11:31 a.m., the Board voted as follows:

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

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

**Open Session**

Upon motion by Nicholas LeMay and second by Robert Walton to return to open session at 11:32 a.m., the Board voted as follows:

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

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

**Ordinance 301 – Annual Budget & Appropriation Ordinance**

Upon motion by Keith Ward and second by Robert Walton to approve Ordinance 301 – Annual Budget & Appropriation Ordinance with the changes discussed during the budget discussion, the Board voted as follows:

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

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

**Adjournment**

Upon motion by Nicholas LeMay and second by Robert Walton to adjourn the meeting at 11:32 a.m., the Board voted as follows:

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

Nays: None

Absent: Lawrence

The Vice-President declared the motion carried.

  
Todd Thomas, President

  
Robert Walton, Secretary