



# 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 June 26, 2017

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, June 26, 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, Kisha Jackson, Paul Lawrence, Nicholas LeMay, Todd Thomas, Robert Walton, and Keith Ward (Keith Ward joined the meeting at 8:45 a.m.)

**Staff:** Larry Sanders, Legal Counsel; Michael Johnston, Comptroller; Leonard Killman, Water Plant Superintendent; Sarah Towle, District Engineer; Pete Hunter, Golf Course Superintendent; and Jen Zinzilieta, Assistant Comptroller

**Visitors:** James Ashby, Former Golf Course Superintendent at RLGC

### Pledge of Allegiance

### Recognition

Todd Thomas introduced and congratulated Paul Lawrence as the new Trustee for the Rend Lake Conservancy District. Mr. Lawrence replaces Don Lucas as the West Frankfort representative.

Todd Thomas recognized James Ashby and asked if he had any comments. Mr. Ashby expressed his appreciation to management and the Board of Trustees for all the years he worked at RLCD. Larry Sanders expressed his gratitude for Jim's hard work and dedication for the 28+ years he was the RLGC Superintendent. Todd Thomas also noted that he had worked for Jim Ashby as an employee of the golf course and expressed his thanks and appreciation for everything Jim has done and taught him over the years.

Mr. Ashby left the meeting at 8:40 a.m.

### Minutes

Upon motion by Nicholas LeMay and second by Robert Walton to approve the public hearing minutes of April 24, 2017 as presented, the Board voted as follows:

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

Nays: None

Absent: Ward

The President declared the motion carried.

Upon motion by Robert Walton and second by Ernie Collins to approve the minutes of the April 24, 2017 regular meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Ward

The President declared the motion carried.

Mr. Sanders noted that there was no May 22, 2017 meeting due to lack of quorum.

Keith Ward joined the meeting at 8:45 a.m.

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## June 26, 2017 (Continued)

### Acceptance of Check Register

Board members reviewed the check register. In response to questions from board members, the following information was provided: Mr. Sanders explained that John Bradley works as a legislative consultant under his own name. The second consultant is the firm Advantage Governmental Strategies. Ms. Jackson would like a written monthly report concerning the projects on which the lobbyists are working. Ms. Jackson expressed that the report would be a check and balance to make sure RLCD is benefiting from the lobbyists. Leonard Killman explained what type and how many padlocks were purchased. Todd Thomas contributed that other golf courses report that Crown Deep Cycle batteries have a longer life and cost ½ the amount of the type of batteries RLCD currently purchases.

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.

### General Manager's Report

Mr. Sanders, in the absence of Keith Thomason, presented the General Manager's report covering the following items:

- IEPA water requirements continue to be met
- Daily average and maximum flows of drinking water
- AMR meter transmitter replacement continues
- Carterville main breaks – 2 during the last month causing boil water orders
- Sewer lift station repairs are underway
- Easement clearing continues
- Golf revenues behind budgeted revenue
- Lodge revenues continue to be ahead of expected budget but behind in long term rentals
- Rend Lake Resort remains closed
- Dead tree removal continues as weather permits
- Tree replacement/conservation effort
- Safety – no accidents this month

### Financial Report

Mr. Johnston presented the financial report for the month of May. Mr. Johnston reported that all funds are over in revenue except for Recreation Central Leasing, and all funds are under in expenses except for the golf course. In his report, he noted that Big Muddy Prison owed the District \$537,852 and the state, in total, owed the District \$580,590.84.

### Engineering Projects

Mr. Sanders and Ms. Towle provided an update on the following engineering projects:

#### IDOT Relocation along Wastena to Yellowbanks Route 37

Mr. Sanders reported that RLCD is in final negotiations with IDOT on not relocating the waterline. RLCD plans to do most of the work in-house.

#### DuQuoin Swamp Bypass

Ms. Towle reported that the weather has delayed the project; however, the project should begin the beginning of July.

#### Second 36" Water Treatment Plant Transmission Pipe

Ms. Towle reported the engineering design is in the final stages.

#### Johnston City Pump Station

Ms. Towle reported painting of the piping at the pump station in Johnston City is currently underway.

## June 26, 2017 (Continued)

### Mt. Vernon Booster Station Electrical Upgrade

Ms. Towle reported the electrical upgrade for the Mt. Vernon booster station would be out for bid next month.

### **Inter-Fund Loan: General to Central Leasing**

Mr. Sanders presented the inter-fund loan for the construction of the second cabin at Gun Creek boat ramp. Discussion ensued regarding the location of the second cabin. Mr. Ward expressed that a second cabin would enhance the appeal of the cabin rentals. Ms. Jackson requested information about the profitability of the existing cabin. Mr. Sanders informed the Board that the cabin is rented every weekend from April through the fall except for one weekend and the total income for the cabin is \$8,250.

Upon motion by Keith Ward and second by Robert Walton to approve an Inter-Fund Loan from General to Central Leasing for \$40,000 at 0.0% interest, the Board voted as follows:

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

Nays: Jackson

Absent: None

The President declared the motion carried.

### **Bids and Purchases**

#### Freight Elevator Modernization

Mr. Sanders reported that RLCD received three bids for the freight elevator modernization. Phoenix Modular Elevator bid \$103,512; All City Elevator bid \$197,500; and River City Construction bid \$231,500.

Upon motion by Paul Lawrence and second by Ernie Collins to award the "Freight Elevator Modernization" bid to Phoenix Modular Elevator for \$103,512, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

#### Emergency Generator – Switchgear Controls

Mr. Sanders presented a purchase request for necessary controls and programming to allow the Cummins control panel to control the functions of the emergency generator switchgear. Mr. Killman stated the emergency generator switchgear controls have never worked properly.

Upon motion by Ernie Collins and second by Keith Ward to approve the purchase request of the controls and programming of the switchgears of the emergency generator to Cummins for \$25,676, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

#### AbraScan Dipstick Reader II

Mr. Sanders presented a purchase request for an AbraScan Dipstick Reader II for \$2,500.00. The IWS lab will use this device to anticipate when microorganisms are in the water.

Upon motion by Todd Thomas and second by Kisha Jackson to approve the purchase request of an AbraScan Dipstick Reader II from Abraxis for \$2,500.00, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

## June 26, 2017 (Continued)

### Zero-Turn Mower

Mr. Sanders presented quotes received for a zero-turn mower. Ben's Lawn Service in Benton had the low quote of \$21,945.50 for a Hustler Turf Zero-Turn 104 37 HP Briggs Vanguard gas mower.

Upon motion by Paul Lawrence and second by Nicholas LeMay to approve the purchase of the Hustler Turf Zero-Turn Mower from Ben's Lawn Service for \$21,945.50, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### Parking Lot Sealcoat

Mr. Sanders presented information regarding the recommendation to sealcoat and stripe district parking lots except the water plant parking lot. Vicorps, Inc. will honor its rates from three years ago that will total \$25,405.44 to sealcoat and stripe the proposed lots.

Upon motion by Todd Thomas and second by Kisha Jackson to approve Vicorps, Inc. to sealcoat and stripe the proposed parking lots for \$25,405.44, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### Pull Behind Debris Blower

Mr. Sanders presented information on the bid for the pull behind debris blower. The Board discussed the reasons the District needed to buy another blower if the RLGC currently has one in working condition. Pete Hunter added that RLCD takes care of a lot of property in addition to the golf course where a blower is needed and the District having another one in addition to the one at the golf course would be very beneficial. The low bid was from MTI Distributing for \$7,170.16 for a Pull-Behind Toro Pro Force Blower.

Upon motion by Nicholas LeMay and second by Todd Thomas to approve the bid for a Pull-Behind Toro Blower from MTI Distributing for \$7,170.16, the Board voted as follows:

Ayes: Lawrence, LeMay, Thomas, Ward

Nays: Collins, Jackson, Walton

Absent: None

The President declared the motion carried.

## **Election of Officers**

### Election of President

Robert Walton nominated Todd Thomas.

There were no other nominations, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### Election of Vice-President

Kisha Jackson nominated Nicholas LeMay.

There were no other nominations, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### Election of Secretary

Keith Ward nominated Robert Walton.

## June 26, 2017 (Continued)

There were no other nominations, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### Election of Treasurer

Keith Ward nominated Larry Sanders.

Nick LeMay nominated Kisha Jackson. Ms. Jackson declined the nomination due to the demands of the position. There were no other nominations, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### **Resolution 497 – Designation Depository and Authorizing Signatures**

Discussion ensued regarding the Treasurer being able to open investment accounts on his sole signature. Ms. Jackson requested the wording be changed to "The Treasurer and a second officer are..."

Upon motion by Kisha Jackson and second by Nicholas LeMay approving Resolution 497 as amended to read "The Treasurer and a second officer are..." the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### **Resolution 498 – Corporate Authorization Resolution for Midland States Bank**

Upon motion by Paul Lawrence and second by Keith Ward approving Resolution 498 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.

### **Financial Report for Fiscal Year Ending April 30, 2017**

Mr. Johnston presented the Financial Report for the Fiscal Year Ending April 30, 2017.

### **Ordinance 287 – Tax Levy**

Mr. Sanders presented a Tax Levy Ordinance and stated that Mr. Thomason recommended that the tax rate remain the same as prior years. Because of a 2.4% increase in Equalized Assessed Valuation, an increase of \$9,000 in the levy would result in the tax rate being the same as in previous years. A discussion ensued. Ms. Jackson and Mr. Ward discussed not increasing the amount of the levy.

Upon motion by Keith Ward and second by Ernie Collins to adopt Ordinance 287 - Tax Levy in the amount of \$348,327 for General Corporate and \$38,000 IMRF, this being the same amounts levied the prior year, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### **Ordinance 288 – Prevailing Wage**

Upon motion by Nicholas LeMay and second by Kisha Jackson to adopt Ordinance 288 - Prevailing Wage, the Board voted as follows:

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

## June 26, 2017 (Continued)

Nays: None

Absent: None

The President declared the motion carried.

### **Carterville Water Contract**

Mr. Sanders reported the District had not received the Water Contract from Carterville at the time of the Board meeting. Ms. Jackson recommended authorizing Mr. Thomason and Mr. Sanders to enter into the contract with Carterville.

Upon motion by Kisha Jackson and second by Nicholas LeMay to authorize management to enter into the contract with Carterville, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

### **Procedure of Golf Course Chemical Purchases**

Mr. Sanders presented a change in procedure for the purchase of agency priced chemicals from suppliers other than the closest warehouse. Mr. Thomas supported the change because golf superintendents need to be able to purchase golf chemicals from various suppliers even when the price is the same. Ms. Jackson questioned why the change in procedure is necessary. Mr. Hunter stated that he feels it is necessary to be able to work with many suppliers. Each supplier can provide insight and knowledge into problems and solutions that they see on other courses that would be beneficial to the RLGC. Mr. Sanders recommended that the golf superintendent be able to make purchases from various suppliers when all have the same lowest bid for the chemical upon approval by the General Manager.

Upon motion by Paul Lawrence and second by Keith Ward to allow the golf course superintendent to purchase agency priced chemicals from suppliers other than the closest warehouse with GM approval, the Board voted as follows:

Ayes: Lawrence, Thomas, Walton, Ward

Nays: Collins, Jackson, LeMay

Absent: None

The President declared the motion carried.

### **Closed Session**

Upon motion by Todd Thomas and second by Nicholas LeMay to go into Closed Session at 10:49 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 11:20 a.m., the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

**June 26, 2017 (Continued)**

**Closed Session Minutes**

Upon motion by Keith Ward and second by Robert Walton to approve the Closed Session Minutes of April 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**

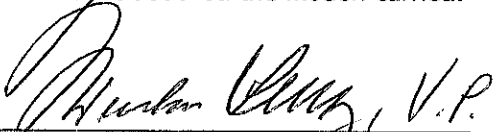
Upon motion by Keith Ward and second by Robert Walton to adjourn the meeting at 11:25 a.m., the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

  
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Todd Thomas, President  
Nicholas LeMay, VP

  
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Robert Walton, Secretary