



# 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 25, 2018

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, June 25, 2018, 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, Paul Lawrence, Nicholas LeMay, Todd Thomas, Robert Walton, and Keith Ward; Absent: Kisha Jackson

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

### Pledge of Allegiance

**Visitors:** None

### Minutes

Upon motion by Keith Ward and second by Nicholas LeMay to approve the minutes of the April 23, 2018, Public Hearing; April 23, 2018, Regular Meeting; and the May 30, 2018, Special Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### Acceptance of Check Register

Board members reviewed the check register. Management answered questions presented by the Board.

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

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### General Manager's Report

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

- IEPA water requirements continue to be met
- RLCD is working to correct the IEPA concerns with the ammonia room at the water plant. The GM has consulted with Jon Lam, former IEPA employee, about this issue.
- Report of the daily average and maximum flows of drinking water was given

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## June 25, 2018 (Continued)

- The District continues to keep the temporary bypass line in service as additional system improvements are made. The emergency project to install a south discharge from the treatment plant is underway.
- The District is conducting a survey of all communities to determine what their actual usable water supply is so that RLCD can ensure that each customer has at least 24 hours storage capacity. This combined with RLCD's storage capacity is the best protection against system interruptions.
- The GM is evaluating methods to speed up the 25-year plan to build secondary water lines to all communities with hospitals, critical care centers, or major industrial centers. The GM is also evaluating methods to increase professional evaluation reviews and improvements of all existing systems. Consulting expertise may be required. Experienced professional water staff will be hired as budget allows to reduce consulting costs.
- The communities of Orient, North City, and Harrisburg have contacted RLCD interested in becoming a direct customer of RLCD. The General Manager suggested each community discuss any issues they might have with their current suppliers. Harrisburg is doing water planning and the Mayor of Harrisburg has requested a list of conditions required to buy water from RLCD. Negotiated items such as buying water from the current provider during low water levels or emergency conditions would need to be included. Harrisburg currently buys water from the Saline Valley Conservancy District. The Board authorized the General Manager to discuss with the three communities about becoming direct customers of RLCD.
- Golf revenues are behind the budgeted revenues for the year. Bunkers are having sand installed to improve course conditions. Money for sand will be taken from bathroom improvements at the Golf/Restaurant building.
- Season's Lodge is ahead of budgeted revenues for the year.
- Safety – no accidents this month

### Financial Report

Mr. Johnston presented the financial report for the month of May. Mr. Johnston reported that Big Muddy Prison owed the District \$562,622.89 and the state, in total, owed the District \$608,414.12. Responding to a question presented by the Board, Mr. Johnston reported the cabins brought in revenue of \$7,441 in May. Mr. Thomason responded that the cabins produced 20% of the lodge revenue for the month.

### Engineering Projects

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

#### Mt. Vernon Booster Pump Station

Mr. Thomason reported that the Mt. Vernon Booster Pump Station project is completed. Painting at the booster station is currently being done by employees.

#### Secondary WTP Discharge Line

Mr. Thomason reported the project is waiting on parts. There is also an easement issue with the US Corp of Engineers that RLCD employees are working on trying to resolve.

#### Crenshaw Road & Peach Orchard Road

Mr. Thomason reported that both projects have easement/permit issues. The first of the two projects is expected to begin the second week of July while the other is expected to begin in August.

### Leased Facilities

Mr. Sanders reported on the leased facilities of the District.

- Farms: Mr. Sanders reported the wheat was harvested which resulted in income for the District of approximately \$4,000.
- Restaurant: Mr. Sanders reported the restaurant at the golf course has received positive feedback from customers and the managers at the recreation department.
- Shooting Complex: Mr. Sanders reported the Shooting Complex is currently having shoots at the location.



## June 25, 2018 (Continued)

- Cabins: Mr. Sanders reported the construction of the third cabin will begin once the utilities are completed.

### **Bids and Purchases**

#### Purchase of Parts to Restock RLCD Warehouse

Mr. Thomason presented a purchase request to restock the RLCD warehouse with parts that were used during the water main break. RLCD received four quotes for the parts. The low quote was for \$7,884.

Upon motion by Keith Ward and second by Nicholas LeMay to approve the purchase of parts to restock the RLCD warehouse for \$7,884, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

#### Purchase of Parts for Missouri American Water

Mr. Thomason presented a purchase request for the replacement of parts that Missouri American Water provided to RLCD during the water main break. There is only one supplier for the Ebba Iron brand parts. The cost for the replacement of parts is \$7,201.

Upon motion by Ernie Collins and second by Paul Lawrence to approve the purchase of replacement parts for Missouri American Water for \$7,201, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

#### Lime Sludge Recycling

Mr. Thomason presented information regarding the two lime sludge recycling bids. He recommended to approve all bidders of both bids and to give priority to the lowest bidder.

Upon motion by Nicholas LeMay and second by Todd Thomas to approve all the bidders for the lime sludge recycling bids and give priority to the lowest bidder, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton

Nays: None

Absent: Jackson, Ward

The President declared the motion carried.

#### Atrazine Test Kit

Mr. Thomason presented a purchase request for an atrazine test kit that will allow RLCD to better evaluate this seasonal issue and respond to the problem in a timely manner. There is one supplier of the atrazine test kit for a cost of \$6,154.78.

Upon motion by Todd Thomas and second by Paul Lawrence to approve the purchase of the atrazine test kit for \$6,154.78, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

#### Zero-Turn Mower

Mr. Thomason reported that several bids were received for a zero-turn mower to replace an existing mower. The low bid was received from Ben's Lawn for \$9,557.69.

Upon motion by Robert Walton and second by Keith Ward to approve the purchase of a zero-turn mower from the low bidder of Ben's Lawn for \$9,557.69, the Board voted as follows:

## June 25, 2018 (Continued)

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### Administration Office Computer Server

Mr. Thomason presented a purchase request regarding equipment needed at the administration office to replace the existing server in order to be able to accommodate the accounting software update. The low quote was from Concepte of Illinois, Inc. They offered two options. Mr. Johnston recommended going with the option for \$4,839.95.

Upon motion by Nicholas LeMay and second by Keith Ward to approve the low quote from Concepte of Illinois, Inc. for equipment needed to replace the existing server in order to be able to accommodate the accounting software update at a quote of \$4,839.95, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### Culverts on RLCD Property

Mr. Thomason presented a purchase request to replace culverts that have failed over time on District property. Three quotes were received. One company can perform the work immediately for \$6,300 or the company with the low quote can perform the work in July for \$5,429.40. Mr. Thomason recommended accepting the low quote of \$5,429.40 and having the work completed in July.

Upon motion by Keith Ward and second by Paul Lawrence to approve the low quote of \$5,429.40 for replacement culverts on RLCD property, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### **Election of Officers**

Upon motion by Keith Ward and second by Paul Lawrence to retain all the officers from the 2017-2018 term to the 2018-2019 term which is Todd Thomas, President; Nicholas LeMay, Vice-President; Robert Walton, Secretary; and Larry Sanders, Treasurer; the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried

### **Resolution 504 – Designating Depository and Authorizing Signatures**

Upon motion by Nicholas LeMay and second by Keith Ward to approve Resolution 504 – Designating Depository and Authorizing Signatures as presented, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

### **Christopher Greater Area Rural Health Planning Corporation Property Tax Exemption**

Upon motion by Keith Ward and second by Robert Walton to accept without opposition the Christopher Greater Area Rural Health Planning Corporation Property Tax Exemption, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.



## **June 25, 2018 (Continued)**

### **Financial Report for Fiscal Year Ending April 30, 2018**

Mr. Johnston presented the Financial Report for the Fiscal Year Ending April 30, 2018.

#### **Ordinance 293 – Tax Levy**

Upon motion by Keith Ward and second by Paul Lawrence to approve Ordinance 293 – Tax Levy as presented, the Board voted as follows:

Ayes: Lawrence, Thomas, Walton, Ward

Nays: Collins, LeMay

Absent: Jackson

The President declared the motion carried.

#### **Ordinance 294 – Prevailing Wage**

Upon motion by Nicholas LeMay and second by Keith Ward to approve Ordinance 294 – Prevailing Wage as presented, the Board voted as follows:

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

Nays: None

Absent: Jackson

The President declared the motion carried.

#### **IDNR Lake Maintenance Bill**

Mr. Thomason presented information regarding the IDNR Lake Maintenance bill that has been in dispute since 2011. Discussion ensued. The Board decided to discuss this matter again at the July meeting. No action was taken at this time.

#### **Closed Session**

Upon motion by Robert Walton and second by Ernie Collins 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, Lawrence, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Jackson

The President declared the motion carried.

Keith Ward left the meeting at 10:35 a.m.

Upon motion by Ernie Collins and second by Nicholas LeMay to come out of Closed Session at 12:20 p.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton

Nays: None

Absent: Jackson, Ward

The President declared the motion carried.

#### **Closed Session Minutes**

Upon motion by Robert Walton and second by Nicholas LeMay to approve the Closed Session Minutes of April 23, 2018, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton

Nays: None

Absent: Jackson, Ward

The President declared the motion carried.

**June 25, 2018 (Continued)**

**Adjournment**

Upon motion by Nicholas LeMay and second by Ernie Collins to adjourn the meeting at 12:25 p.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton

Nays: None

Absent: Jackson, Ward

The President declared the motion carried.

  
Todd Thomas, President

  
Robert Walton, Secretary