



# 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 September 28, 2020

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, September 28, 2020, at the Rend Lake Conservancy District Golf Course Banquet Room, 12476 Golf Course Road, Whittington, Illinois. Vice-President Nicholas LeMay called the meeting to order at 8:30 a.m. The following attended:

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

**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; Amy Krueger, Manager of Season's Lodge and Condominiums; Pete Hunter, Golf Course Superintendent; Sean Pickford, District Engineer; and Jen Zinzilieta, Executive Assistant

**Visitors:** Mrs. Anna Guetersloh from Kerber, Eck & Braeckel, LLP, District Auditor

### Minutes

Upon motion by Ernest Collins and second by Paul Lawrence to approve the minutes of the August 24, 2020, Regular Meeting as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

### Acceptance of Check Register

Upon motion by Michael Warren and second by Paul Lawrence to accept the Check Register as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

### Audit Report for Fiscal Year Ending April 30, 2020

Mrs. Anna Guetersloh from Kerber, Eck & Braeckel, LLP presented the auditor's report for the fiscal year ending April 30, 2020.

Upon motion by Robert Walton and second by Michael Warren to accept the audit report for fiscal year ending April 30, 2020, performed by Kerber, Eck & Braeckel, LLP, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

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## September 28, 2020 (Continued)

### General Manager's Report

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

- A report of the daily average and maximum flows of drinking water was given.
- A report of the water and sewer leaks during the past month was given.
- 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.
- A report was given regarding the NPDES discharge water limits for chlorine and pH. RLCD will be working closely with the IEPA to resolve the issues to their satisfaction.
- EPA is investigating a new water quality parameter for Poly-flouro-alkyl-substances. They are collecting data around the country to develop new drinking water limits. They will be working with the District to collect data from Rend Lake and the water plant over the next 12-15 month period. They are performing this work at no cost to the District.
- Mr. Thomason reported that Benton, Marion, DuQuoin, and McLeansboro increased their water rates in 2020. Mt. Vernon did a rate increase in November 2019 shortly before COVID-19. West Frankfort has not increased their rates in 2020.
- The US Army Corp of Engineers has opened the archery range which is located on Marcum Branch Road to the general public.
- The internet installation on the District property is in process.
- The recreation revenues are down as expected due to COVID-19. Since the District has operating cash each year to carry the District through unplanned events the District continues to be in an acceptable financial status. The District has enough financial reserves to continue to make investments identified in the Strategic Plan with enough money to carry the District through the winter. The District's operating cash will be lower than normal going into the next season but the District is hopeful that the virus problems will be behind the District and can rebuild the operating cash to an acceptable level.
- No safety issues to report. The employees and management are doing a good job of keeping themselves safe.

### Financial Report

Mr. Johnston presented the financial report for the month of August. Mr. Johnston reported that Big Muddy Prison owes the District \$602,809 and the state, in total, owes the District \$685,927.

### Engineering Projects

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

#### Secondary WTP Discharge Line

Mr. Thomason reported the project is finished. Mr. Sanders is working with the contractor's lawyer to work out the financial differences.

#### Water Treatment Plant Improvements Project

The water treatment plant improvements project is in the engineering stage with construction planned to begin in 2021.

#### 9<sup>th</sup> Street Water Main Project

The 9<sup>th</sup> Street area in West Frankfort has had repeated breaks in the water line. Mr. Pickford, District Engineer, has put the project out for bid. The bids will be presented at the October 2020 meeting for consideration.

### Recreation Facilities Update

Mr. Sanders reported the following information regarding the recreation facilities.

- Lodge: The lodge and condos are busy with golf groups returning. The cabins were heavily booked throughout the summer. Cabins everywhere seem to be the most desirable lodging. New cabins would increase lodging revenue in this market. Mr. Sanders feels now is the time



## September 28, 2020 (Continued)

to proceed with the building of additional cabins to be ready for next season. Pool installers have not been available due to the high demand for home pools during the pandemic.

- Golf Course: The golf course has been very busy and many golf groups have returned. The golf course is in very good condition. Staffing is still an issue for the golf course.

### Leased Facilities Update

Mr. Sanders reported the following information regarding the leased facilities.

- Restaurant: The restaurant has suffered due to the Coronavirus Pandemic and the many mandatory restrictions. The District has already dropped payment requirements for Mr. Heinrich.
- Shooting Complex: The shooting complex is reopened as much as the regulations will allow.

### District's Strategic Plan

Mr. Thomason reported on the status of the objectives within the District's Strategic Plan.

Mr. Sanders presented information regarding building two additional cabins and the cost to build each cabin. Discussion ensued.

Upon motion by Nicholas LeMay and second by Paul Lawrence to approve building one full-size cabin for a total cost of \$63,000, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

Mr. Thomason presented information regarding the purchase of several items that are part of the strategic plan objectives for the recreation departments. Mr. Thomason requested authorization for expenditures of \$20,000 at the lodge to purchase king size mattresses and finish replacing carpet; \$20,000 at the golf course for irrigation conversion panels, construction to the lean-to, and fence repair; and \$10,000 at the restaurant/pro shop building to purchase carpet for the entrance and hallway.

Upon motion by Nicholas LeMay and second by Michael Warren to approve the expenditures of \$20,000 at the lodge to purchase king size mattresses and finish replacing carpet; \$20,000 at the golf course for irrigation conversion panels, construction to the lean-to, and fence repair; and \$10,000 at the restaurant/pro shop building to purchase carpet for the entrance and hallway, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

### Sewer I and I

Mr. Pickford updated the Board on the status of the Sewer I & I issues. Mr. Pickford recommended that a new easy to understand ordinance be implemented. He will present the updated ordinance at the October 2020 meeting to be considered by the Board.

### Southern Illinois Arts & Crafts Marketplace

Mr. Thomason presented information updating the Board on the Southern IL Arts & Crafts Marketplace. Mr. Thomason informed the Board that he has received the three appraisals from the appraisers. The appraisals for the Southern IL Arts and Crafts Marketplace range from \$500,000 - \$850,000.

## September 28, 2020 (Continued)

### Bids and Purchases

#### Rental of Pump and Purchase of Electric Pallet Jack

Mr. Thomason presented information regarding two items that are under his \$10,000 purchase threshold. Mr. Thomason reported that the south ground storage tank at the water plant needs to be drained so the concrete can be inspected and evaluated. A pump needs to be rented to remove the water. C & C Pump Rentals has provided a quote of \$3,281 for the rental of the pump. Mr. Thomason also presented information on the need for an electric pallet jack for the water plant. The District received three quotes for the electric pallet jack and the low quote of \$3,800 was received from Black Equipment Co, Inc.

Upon motion by Robert Walton and second by Paul Lawrence to approve the rental of a pump from C & C Pump Rentals for \$3,281 and the purchase of an electric pallet jack from Black Equipment Co, Inc. for \$3,800, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

#### Sand Filter Media

Mr. Thomason presented information regarding the purchase and installation of sand filter media for two filters. Since the water plant did not replace any media in 2019, two filters are being done in the fall of 2020. The District has received a quote from All-Service Contracting Corp. for a total price for two filters of \$24,985.

Upon motion by Nicholas LeMay and second by Michael Warren to approve the purchase and installation of the sand filter media for two filters from All-Service Contracting Corp. for a total price of \$24,985, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

#### Radios

Mr. Thomason presented information regarding the purchase of eight new radios for the Christopher Zone 8 communication zone. The current radios that the water plant is using for that zone are discontinued. The low bidder from the last time the radios were purchased has held its bid price. The low bidder was WD Automation and the cost for eight new radios is \$27,500.

Upon motion by Nicholas LeMay and second by Michael Warren to approve the purchase of eight new radios for the water plant from WD Automation for a cost of \$27,500, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

#### Ordinance 300 – An Ordinance to Amend the Codification of Ordinance for Chapter XI Wastewater

Upon motion by Michael Warren and second by Ernest Collins to present Ordinance 300 – An Ordinance to Amend the Codification of Ordinance for Chapter XI Wastewater for public notice to be considered at the next Board meeting, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.



**September 28, 2020 (Continued)**

**Illinois Legislative Update**

Mr. Sanders informed the Board that there is nothing to report on the legislative level at this time.

**Closed Session**

Upon motion by Ernest Collins and second by Paul Lawrence to go into Closed Session at 11:00 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, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

Upon motion by Ernest Collins and second by Michael Warren to come out of Closed Session at 11:45 a.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

**Closed Session Minutes**

Upon motion by Nicholas LeMay and second by Michael Warren to approve the Closed Session Minutes of the August 24, 2020, Regular Meeting as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

**Southern IL Arts & Crafts Marketplace**

Upon motion by Ernest Collins and second by Paul Lawrence to approve the payment of \$673,333.33 for the reconveyance of the Southern IL Arts & Crafts Marketplace, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

**Adjournment**

Upon motion by Ernest Collins and second by Paul Lawrence to adjourn the meeting at 11:50 a.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Walton, Warren

Nays: None

Absent: Thomas, Ward

The Vice-President declared the motion carried.

  
Todd Thomas, President

  
Robert Walton, Secretary