



# 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 October 26, 2015

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, October 26, 2015, at the Rend Lake Conservancy District Administration Office, 11231 Marcum Branch Road, Benton, Illinois. President Todd Thomas called the meeting to order at 8:30 a.m. The following attended:

**Board of Trustees:** In physical attendance: Ernest Collins, Kischa Jackson, James Rippy, Todd Thomas, Robert Walton, and Keith Ward; Absent: Don Lucas

**Staff:** Keith Thomason, General Manager; Larry Sanders, Legal Counsel/Treasurer; Michael Johnston, Comptroller; Leonard Killman, Water Superintendent; Robert Clodi, Executive Assistant; Beth Ponce, Project Manager; Jim Ashby, Golf Superintendent; Amy Krueger, Lodge Manager; and Tim Chrzan, Golf Pro.

**Visitors:** Tesa Glass, Mt. Vernon Register News; Larry Chinski, Shooting Complex Lessee

### Minutes

Upon motion by Keith Ward and second by James Rippy approving the minutes of the meeting of September 28, 2015 as presented, the Board voted as follows:

Ayes: Jackson, Thomas, Rippy, Walton, Ward

Nays: Collins

Absent: Lucas

The President declared the motion carried.

### Acceptance of Check Register

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

Ayes: Collins, Jackson, Thomas, Rippy, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

**General Manager's Report:** Keith Thomason presented the General Manager's report covering the following items:

- Emergency Response Plan
- Easement Clearing
- Road Infrastructure
- Public Communication
- Safety
- Recreation Department Financial Update

## October 26, 2015 (continued)

Mr. Thomason presented a handout exhibiting data from the independent audits data and internal CPA comptroller indicating the recreation department finances for the previous and current year. Mr. Rippy asked Mr. Thomason why his position has changed in regards to the recreation department being a stand-alone and self-sustaining entity. Mr. Thomason reported that the recreation department is paying all of its bills. Mrs. Jackson asked Mr. Thomason if the General Fund is supported by taxes. Mr. Thomason stated taxes are deposited in the General Fund but are not sufficient to support the General Fund. Further discussion continued.

### Financial Report

Mr. Johnston presented the financial report for the month of August. Mr. Rippy requested an analysis from the Comptroller of the estimated General Fund allocation that Recreation should have paid, if they were still paying. A discussion ensued in regards to how this information can be presented. Mr. Thomason explained that the General Fund is supported by taxes. The Board has chosen to lower taxes over the past several years. The result is that the General Fund is underfunded. More than a year ago, the Board chose to fill the resulting hole with water revenue. Prior to that the Board filled the hole with recreation, sewer, and water revenue.

### Engineering Projects Update

Mrs. Ponce presented the engineering report covering the status of the following projects:

- Leak Detection
- Christopher and Herrin Booster Pump Station Valves
  - Mrs. Ponce presented a change order from the valve insertion project. The contractor stated that they will hold their bid price, plus any increase of material cost. The change order will cost \$27,900.

Upon motion by Todd Thomas and second by Keith Ward to approve the change order for the purchase of valves for the Christopher and Herrin Pump Stations for \$27,900, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

- Middle Fork Big Muddy Bypass
- Exposed Water Main Repairs
- Rapid Mix Bypass
- Smoke Testing
- Expansion Joint Replacement at RL College Tower
  - Mrs. Ponce reported that the bid awarded to the lowest bidding contractor was proven to be deficient for the following reasons: inadequate worker's compensation insurance and incorrect expansion joint. She requested the Board to approve the next lowest bidder for \$11,500.

Upon motion by James Rippy and second by Todd Thomas to approve the second lowest bidder for the expansion joint replacement project at the RL College Tower for \$11,500, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

- Ina Booster Pump Station Electrical Upgrade

## **October 26, 2015 (continued)**

### **Water and Sewer Update**

Mr. Killman provided an update on the following items:

- Revenues and Expenses
- Water Treatment Plant Daily Average Flow and Peak Daily Flow
- Taste and Odor Issues
  - Mr. Killman reported he is once again nearing his budget limit for carbon to treat the taste and odor issues of the drinking water from the plant. Mr. Thomason requested approval to authorize a line item deviation request to transfer \$30,000 from other line items to carbon within the water budget.

Upon motion by James Rippy and second by Keith Ward approving the line item deviation request to transfer funds from other line items to carbon within the water budget, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

- Intake Buoys
- Hydrant Flushing
- Meter Replacement

### **Bids**

#### Semi-Truck Bids

Mr. Killman presented the bids for the Semi-Truck but noted potential transmission concerns of the lowest bid. He also noted that the bidder was not able to provide a demo test drive of a similar truck. Mr. Thomason recommended that the Board hold off on approving the bid until he could further investigate the bid results.

#### Semi Tires

Mr. Killman presented three quotes for the purchase of eight semi tires. The lowest quote for the purchase and installation of the tires was \$3,225.52.

Upon motion by Todd Thomas and second by Robert Walton approving the lowest quote for eight semi tires and installation for \$3,225.52 from Best One, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

### **Pro Shop Update**

Tim Chrzan provided a status update on the following items:

- Golf Revenues and Expenses
- Budget Review
- Monthly Golf Rounds
- #10 Bunker Improvement
- Audit of Complimentary Rounds
- Promotion and Business Improvement Plans

### **Golf Maintenance Update**

Jim Ashby provided a status update on the following items:

- Aerifying Greens
- Finishing #10 Bunker rehabilitation

## **October 26, 2015 (continued)**

### **Lodge Update**

Amy Krueger provided a status update on the following items:

- Lodge Revenues and Expenses
- Long Term Leases
- Ongoing Projects – Pool, Deck, Jacuzzi Building, and Others

Mr. Ashby noted that he would be off for 4-6 weeks for back surgery.

Mr. Thomason presented a Recreation Financial Update and Challenges report and two strategic plans for the operations of recreation department. Mr. Thomason requested additional thoughts and direction from the Board. Mrs. Jackson expressed interest in additional time to review the proposed strategic plan for the recreation department and asked to take action at the next Board meeting.

### **Lessee Property**

Mr. Chinski presented a brief summary of their success of the shooting complex and proposed amendments to the lease agreement for the Board to consider.

### **Community Water Education**

Mr. Thomason reported that the District is seeking a part-time employee for our community outreach and education program.

### **Closed Session**

Upon motion by Robert Walton and second by Kisha Jackson to go into Closed Session at 11:20 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, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

Upon motion by Kisha Jackson and second by Keith Ward come out of Closed Session at 12:32 p.m., the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

### **Lessee Property**

Upon motion by James Rippy and second by Kisha Jackson authorizing management to negotiate with the shooting complex lessees, providing that they clean-up the facilities to a pristine condition, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

**October 26, 2015 (continued)**

Upon motion by Robert Walton and second by Kisha Jackson to send notice of the termination of the lease agreement for the restaurant, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

**Closed Session Minutes**

Upon motion by Keith Ward and second by Kisha Jackson approving the closed session minutes of the meeting of September 28, 2015 as presented, the Board voted as follows:

Ayes: Collins, Jackson, Rippy, Thomas, Walton, Ward

Nays: None

Absent: Lucas

The President declared the motion carried.

**Security**

Mr. Rippy, Mr. Ward, and Mrs. Jackson expressed that they would like additional information on costs for the security contract and asked management to seek bids.

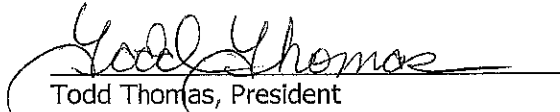
**Adjournment**

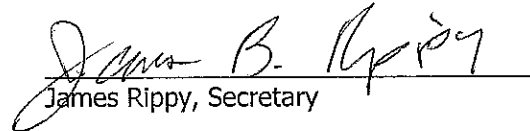
Upon motion by James Rippy and second by Keith Ward to adjourn the meeting at 1:00 p.m., the Board voted as follows:

Ayes: Collins, Jackson, Lucas, Thomas, Rippy, Walton, Ward

Nays: None

The President declared the motion carried.

  
Todd Thomas, President

  
James Rippy, Secretary