



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, 2020

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, October 26, 2020, at the Rend Lake Conservancy District Golf Course Banquet Room, 12476 Golf Course Road, Whittington, 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, Keith Ward, and 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; and Jen Zinzilieta, Executive Assistant

Visitors: No Visitors

Minutes

Upon motion by Ernest Collins and second by Nicholas LeMay to approve the minutes of the September 28, 2020, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Acceptance of Check Register

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

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

Nays: None

Absent: None

The President declared the motion carried.

Report of the Executive Team

Mr. Thomason explained that with the success of the water managers in their roles this has presented him with an opportunity to step back into the overall General Manager role and consider how to further improve the District. All managers will report to the General Manager with the General Manager, General Counsel, and the Comptroller working together as an executive team. The department managers will be given more authority and responsibility to resolve their own departmental challenges and can bring issues and ideas to the executive team members that have the applicable knowledge to help them. The executive team will work with and meet with the departmental managers on a regular basis to improve all aspects of the District. In addition, the executive team members and the departmental managers will give a report to the Board each month.

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October 26, 2020 (Continued)

Mr. Thomason also 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.
- Mr. Thomason has met with the Buildings Construction Manager to prioritize the projects at the District that need to be taken care of so the small areas of deterioration don't get worse.
- A compliance letter was sent to the IEPA 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.
- No safety issues to report. The employees and management are doing a good job of keeping themselves safe.

Mr. Sanders presented a report covering the following items:

- Mr. Sanders is trying to arrange a meeting with the owner of Lake of Egypt about establishing a relationship between RLCD and Lake of Egypt.
- Restaurant: Mr. Heinrich has approached Mr. Sanders regarding a one year extension to the restaurant lease.
- Lodging: The lodge, condos, and cabins have been doing very well in spite of the continuing issues with the Coronavirus Pandemic. The lodge manager is looking into upgrading the booking software and is getting quotes. The foundation for the 4th cabin is getting ready to be dug.
- Mr. Sanders commented on the excellent conditions of the golf course.

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

- Mr. Johnston reported that Big Muddy Prison owes the District \$584,444 and the state, in total, owes the District \$685,927.

Report of the Department Managers

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

- The golf course had a very good September and October numbers are looking very good also.
- Customers have complimented the course conditions.

Mr. Sean Pickford, District Engineer, presented a report on the following engineering projects:

- Water Plant Improvements Project: Jacobs Engineering Group, Inc. is scheduled to inspect and evaluate the clearwell on October 27, 2020.
- 9th Street Water Main Project: The bids have been received and will be presented for approval later in the meeting.

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 and sewer leaks during the past month was given.
- A report of the water plant equipment and repairs was given.

Mr. Jeremy Richardson, IWS Distribution Manager, presented the following information:

- The clearwell has been drained and cleaned for inspection and evaluation by Jacobs Engineering Group, Inc.
- Repairs have been made on the exposed pipe that was leaking near McLeansboro.
- Improvements are continuing on the SCADA radio system.
- The residential meter reading software has been updated, and the staff is being trained on the new software in-house.

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

- Mr. Vaughn and Mr. Thomason have conducted a walk-through of all the buildings at the District and have discussed with each manager their departmental needs in order to prioritize the projects that need to be completed.
- Mr. Vaughn presented information regarding projects that have been completed throughout the District and projects that are currently in process.

October 26, 2020 (Continued)

District's Strategic Plan

Mr. Thomason reported on the status and timelines of the objectives within the District's Strategic Plan. Discussion ensued regarding the District's Strategic Plan. Some objectives were added to the Strategic Plan such as renovation of the board room at the golf course, renovation of the restrooms at the pro shop/restaurant building, and an addition of a boat dock by the cabins.

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 a letter, a copy of the check, deed, and a copy of the three appraisals were mailed to the IDNR, Illinois State Museum, Capital Development Board, and the Office of the Governor of the State of Illinois. The District received a letter back from the IDNR stating they were looking into their options.

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

Upon motion by Nicholas LeMay and second by Todd Thomas to approve Ordinance 300 – An Ordinance to Amend the Codification of Ordinance for Chapter XI Wastewater, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Bids and Purchases

Repair Parts

Mr. Thomason presented information regarding the purchase of repair parts that will be needed in case of a water emergency. Five bids were received for various sizes of repair clamps. The low bid was received from Illinois Meter for \$16,724.10.

Upon motion by Keith Ward and second by Paul Lawrence to approve the purchase of repair clamps from the low bid from Illinois Meter for \$16,724.10, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

9th Street Water Main Project

Mr. Pickford presented information regarding the 9th Street Water Main Project. He received bids from five contractors. The low bid was from Midwest Petroleum & Excavating, Inc. for \$160,759.50.

Upon motion by Nicholas LeMay and second by Todd Thomas to approve the low bid from Midwest Petroleum & Excavating, Inc. for \$160,759.50 for the 9th Street Water Main Project, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Sewer I & I Issue – "Pigging"

Mr. Pickford presented information regarding the possibility of the forcemain near Burton's Café having a blockage in the system. He has received a quote from Midwest Petroleum & Excavating, Inc. to do a process called "pigging" to remove the blockage for \$8,775.

Upon motion by Ernest Collins and second by Keith Ward to approve Midwest Petroleum & Excavating, Inc. to "pig" the sewer forcemain for \$8,775, the Board voted as follows:

October 26, 2020 (Continued)

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren
Nays: None
Absent: None
The President declared the motion carried.

Trucking Cost

Mr. Thomason presented information regarding the road usage fee of \$25.00 per truck per the agreement with Elk Prairie Township for the hauling of the lime residual. The total cost of the road usage fee is \$7,725.

Upon motion by Todd Thomas and second by Nicholas LeMay to approve the road usage fee of \$25.00 per truck to Elk Prairie Township for a total of \$7,725, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren
Nays: None
Absent: None
The President declared the motion carried.

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 Nicholas LeMay to go into Closed Session at 10:55 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, Warren
Nays: None
Absent: None
The President declared the motion carried.

Upon motion by Keith Ward and second by Ernest Collins to come out of Closed Session at 11:13 a.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren
Nays: None
Absent: None
The President declared the motion carried.

Closed Session Minutes

Upon motion by Keith Ward and second by Robert Walton to approve the Closed Session Minutes of the September 28, 2020, Regular Meeting as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren
Nays: None
Absent: None
The President declared the motion carried.

October 26, 2020 (Continued)

Adjournment

Upon motion by Keith Ward and second by Paul Lawrence to adjourn the meeting at 11:15 a.m., the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.


Todd Thomas, President


Robert Walton, Secretary