



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 November 23, 2020

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, November 23, 2020, via teleconference. President Todd Thomas called the meeting to order at 8:30 a.m. The following attended:

Board of Trustees: In attendance via telephone: Ernest Collins, Paul Lawrence, Nicholas LeMay, Todd Thomas, Robert Walton, Keith Ward, and Michael Warren

Staff: In attendance via telephone: 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 Stillely, Golf Professional; Pete Hunter, Golf Course Superintendent; Amy Krueger, Season's Lodge and Condominiums Manager; and Jen Zinzilieta, Executive Assistant. The chief legal counsel and chief administrative officer were physically present at the regular meeting location.

Visitors: Glen Clarida

Minutes

Upon motion by Ernest Collins and second by Keith Ward to approve the minutes of the October 26, 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 Keith Ward 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 reiterated the executive team approach of the District and that all managers will report to the General Manager with the 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. In addition, the executive team members and the departmental managers will give a report to the Board each month.

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November 23, 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.
- The Golf Superintendent will be staying at the golf course this winter to work on golf course projects while the Golf Professional will transfer to the Administration department to head the tree clearing crew.
- Mr. Thomason briefly discussed the 9th Street Water Main Project in West Frankfort and the coordination between the District and the City of West Frankfort regarding the use of West Frankfort's piping during the project.

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

- Mr. Johnston reported that Big Muddy Prison owes the District \$625,549.75 and the state, in total, owes the District \$704,475.53.

Mr. Sanders presented a report covering the following items:

- Painting has begun at the board room as part of the strategic plan objectives.
- Mr. Sanders has had discussions with the US Corp of Engineers regarding the boat ramp at Gun Creek.

Report of the Department Managers

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

- 9th Street Water Main Project: The project is on hold until the District receives the IEPA permit.
- Water Plant Improvements Project: Jacobs Engineering Group, Inc. inspected and evaluated the clearwell on October 27, 2020. They reported that the tank is in good shape for its age with only minor cracking and a few suggested repairs.
- The "pigging" project was successful.
- The engineering department has sent a letter and the new sewer ordinance to those restaurants that are impacted by the ordinance.

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 plant equipment and repairs was given.
- The clearwell that had been drained and cleaned for inspection and evaluation by Jacobs Engineering Group, Inc. is back in service.
- Data has been collected for the pH and chlorine violation and will be getting the paperwork to EPA regarding this issue.

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

- A report of the water and sewer leaks during the past month was given.
- The clearing project has started on the water mains and will be doing pipe inspection during the clearing process.
- Improvements are continuing on the SCADA radio system.

Mrs. Amy Krueger, Lodge Manager, presented the following information:

- The lodge has been very busy with hunters and fishermen.
- A report was given on winter projects in the lodge department.

Mr. Pete Hunter, Golf Course Superintendent, presented the following information:

- A report was given on winter projects that will be happening on the golf course such as dead tree removal and phase 2 of the irrigation control system.

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

- A report was given on the rounds played in November.

November 23, 2020 (Continued)

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

- A report was given of the projects that have been completed throughout the District and projects that are currently in process.

District's Strategic Plan

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

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 legal action has been taken and will be discussed further in executive session.

Bids and Purchases

Gasoline & Diesel Fuel Bid

Mr. Johnston presented information regarding the one bid that was received from Wabash Valley Service Company for the purchase of the gasoline and diesel fuel.

Upon motion by Keith Ward and second by Nicholas LeMay to approve the bid from Wabash Valley Service Company for the purchase of gasoline and diesel fuel, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Water Treatment Chemical Bids

Mr. Furlow presented the bids for the purchase of the water treatment chemicals. Mr. Thomason recommended that the low bidder for each water treatment chemical be approved.

Upon motion by Paul Lawrence and second by Keith Ward to approve the purchase for each water treatment chemical from the low bidder, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

West City Meter Station Reconstruction Project

Mr. Thomason presented information regarding the West City Meter Station Reconstruction Project. The project labor will be done by RLCD employees. The parts and supplies needed for the project are estimated to cost \$24,900.

Upon motion by Todd Thomas and second by Michael Warren to approve the West City Meter Station Reconstruction Project for a cost of \$24,900, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Multiple Purchases or Repairs Each Less than \$10,000

Mr. Thomason presented information regarding the purchase or repair of three items each costing less than \$10,000:

1. Purchase of a magnetic inductive flowmeter from Krohne, Inc. for the Galatia Meter Project for approximately \$2,800.
2. Repair of a Godwin portable sewer pump by Xylem for \$3,800.

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3. Purchase of a heater from Hazlec Heaters for the chemical room at the water plant that can be washed down for \$2,700.

Upon motion by Keith Ward and second by Nicholas LeMay to approve the purchase of a flowmeter from Krohne for the Galatia Meter Project for approximately \$2,800, repairs to a Godwin portable sewer pump by Xylem for \$3,800, and purchase of a heater for the chemical room at the water plant from Hazlec Heaters for \$2,700, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Ten Inch Gravity Sewer Cleaning and CCTV Inspection

Mr. Pickford presented information regarding the ten inch gravity sewer cleaning and CCTV inspection. Three bids were received for the project and the low bid was received by Skuta Construction for \$11,199.00

Upon motion by Ernest Collins and second by Nicholas LeMay to approve ten inch gravity sewer cleaning and CCTV inspection from the low bid from Skuta Construction for \$11,199.00, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Recreation Rates for Season's Lodge for 2021

Mrs. Krueger presented information regarding the current Season's Lodge rates and presented a comparison of rates of nearby and comparable facilities. Mrs. Krueger proposed to keep the lodge and condo rates the same for 2021 and increase the cabin rates by about \$10.00 per night to hit specific price points.

Upon motion by Paul Lawrence and second by Todd Thomas to approve the increase of cabin rates by about \$10.00 per night to hit specific price points in 2021, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

Recreation Rates for Rend Lake Golf Course for 2021

Mr. Stilley presented information regarding the current Rend Lake Golf Course rates and presented a comparison of rates of nearby golf courses. Discussion ensued regarding the different rates that Rend Lake Golf Course currently has changes to the rates in the future.

November 23, 2020 (Continued)

Upon motion by Todd Thomas and second by Keith Ward to grant Mr. Stilley authority to set the golf rates for 2021 based on the general discussion held at the Board meeting, the Board voted as follows:

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

Nays: None

Absent: None

The President declared the motion carried.

2021 Holiday Schedule and 2021 Board of Trustees Meeting Schedule

Upon motion by Keith Ward and second by Todd Thomas to approve the 2021 Holiday Schedule as presented and to approve the 2021 Board of Trustees Meeting Schedule 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.

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 Todd Thomas to go into Closed Session at 10:18 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.

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

Todd Thomas left the meeting at 11:00 a.m.

Upon motion by Robert Walton and second by Nicholas LeMay to come out of Closed Session at 11:22 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.

Adjournment

Upon motion by Ernest Collins and second by Michael Warren to adjourn the meeting at 11:23 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