



# 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 December 19, 2016

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, December 19, 2016, 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: Nicholas LeMay, Todd Thomas, Robert Walton, and Keith Ward; In attendance by phone: Kisha Jackson; Absent: Ernest Collins and Don Lucas

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

**Visitors:** None

### Pledge of Allegiance

### Minutes

Upon motion by Robert Walton and second by Nicholas LeMay to approve the minutes of November 21, 2016 as presented, the Board voted as follows:

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

### Acceptance of Check Register

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

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

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
- Daily average and maximum flows of drinking water
- Easement clearing
- Clarifier repair
- A raw water pump showing signs of wear
- Spare high service pump rotation
- High service pump repair
- Mt. Vernon pump station repair waiting on equipment delivery
- Stocking equipment and materials that suppliers cannot provide in a timely manner
- Valve exercising project is complete

AN EQUAL OPPORTUNITY EMPLOYER

## December 19, 2016 (continued)

- Second round of residential meter transmitter replacement
- Golf revenues
- Replacement of golf's point of sales system
- Golf management – cleanliness issues
- Lodge revenues
- Administrative Building brick and mortar repair
- Dead tree removal
- Safety – an employee has developed a skin infection

### Financial Report

Mr. Johnston presented the financial report for the month of November. He noted that the prison owes the District \$494,293, Game Farm is three months behind and all other State facilities are within two months on their bills. In total, the State owes the District \$534,334.

### Correspondence from Franklin County CEO Program

Mr. Thomason received a request from the Franklin County CEO Program requesting the District's participation in their young professional mentoring program. The District's participation would entail offering internship opportunities, summer temporary job opportunities, observation of Board meetings, and tours of our facilities. The Board expressed interest in participating in the program without a financial donation. The Board took no further.

### Lease Inspection

Mr. Sanders presented the monthly inspection report for the restaurant, farm ground, shooting complex, apartments, and oil field operations. Mr. Sanders discussed the following key points on each facility.

Farms – Mr. Sanders reported that the District has received payment from the last outstanding leaseholder. He noted that he is reviewing all payments received to verify they are correct and paid in full.

Oil Field Operations – The oil pumping company has made payment to the farmers and the District for the loss of crops and surface use. Mr. Thomason noted he is reviewing the payment and verifying that it is satisfactory to the District.

Shooting Complex – The District's repair projects are complete. The weed nuisance has subsided due to the winter weather.

Apartments – The apartments are not 100% filled and rent is down.

### Engineering Projects

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

#### Johnston City Pump Station Upgrade

Mr. Thomason reported that the project is a combination of internal staff and contractual work. The contractor's equipment is scheduled to arrive in January.

#### Upcoming Project

Mr. Thomason reported that the water main in Casey Creek is exposed and the District is designing a redundant parallel pipe to be buried under the creek bed adjacent to the existing pipe. Mr. Thomason explained that just repairing the creek bed to cover the existing pipe is not a preferred solution because it would erode again, in time.

**December 19, 2016 (continued)**

**Bid and Purchases**

Water Treatment Plant Chemicals

Mr. Thomason reported that the carbon products from the chemical suppliers that the District received bids from have been tested. The lowest bid that passed the District's effectiveness testing was Calgon.

Upon motion by Robert Walton and second by Nicholas LeMay to award the purchasing of carbon to Calgon, the lowest bidder that passed the District's testing, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Abstain: Jackson

Absent: Collins, Lucas

The President declared the motion carried.

Dry Hauling

Mr. Clodi reported that only one bid to haul dried lime residue was received and it was nearly double the rate of recent years. Mr. Clodi recommended rejecting all bids and to rebid the hauling service.

Upon motion by Keith Ward and second by Nicholas LeMay to reject the bid for hauling services citing that the bid received was not a competitive price, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Abstain: Jackson

Absent: Collins, Lucas

The President declared the motion carried.

Recreation Marketing

Mr. Thomason reported that the State recently announced that Rend Lake Resort has been closed. He explained that the general public often confuses Rend Lake Resort and Rend Lake Golf Resort as the same business. He reported that the District will be making extra promotional efforts to get the word out that Rend Lake Golf Resort is open for business.

Lodge Carpeting

Mr. Thomason requested approval for a budget of \$48,000 to replace the carpeting in 7 rooms, the hallway, 1 conference room and 4 condos at Season's Lodge and Condominiums.

Upon motion by Todd Thomas and second by Keith Ward approving a budget of \$48,000 to replace carpet at the lodge and condos as presented, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Abstain: Jackson

Absent: Collins, Lucas

The President declared the motion carried.

Golf Course Repairs

Mr. Thomason reported that sections of the concrete golf cart path were broken and are in need of repair. He requested a budget of \$15,000 to make the needed repairs to the cart path.

Upon motion by Nicholas LeMay and second by Todd Thomas approving a budget of \$15,000 to repair the concrete cart path on the golf course, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Abstain: Jackson

Absent: Collins, Lucas

The President declared the motion carried.

## **December 19, 2016 (continued)**

### Golf Course Pond Dredging

Mr. Thomason reported that in the winter months when the ground is frozen the District has the opportunity to dredge ponds with minimal damage to the golf course. He requested approval to utilize internal staff to dredge hole #25's pond for an internal cost to recreation of \$3,000.

Upon motion by Keith Ward and second by Robert Walton approving the use of internal staff to dredge a pond on the golf course for \$3,000, the Board voted as follows:

Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Abstain: Jackson

Absent: Collins, Lucas

The President declared the motion carried.

Mr. Thomason mentioned additional upcoming expenses at the lodge such as replacing sleeper sofa and repairs to cracks in the pool. The Board took no further action.

### **Ordinance 284 Waste Water Rates**

Mr. Thomason presented Ordinance 284 Waste Water Rates effective January 1, 2017 for adoption. The rate schedule was previously approved at the November 21, 2016 Board Meeting.

Upon motion by Keith Ward and second by Robert Walton to adopt Ordinance 284 Waste Water Rates as presented, the Board voted as follows:

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

### **Closed Session**

Upon motion by Keith Ward and second by Nicholas LeMay to go into Closed Session at 9:40 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: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

Upon motion by Robert Walton and second by Keith Ward to come out of Closed Session at 10:35 a.m., the Board voted as follows:

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

### **Union Agreement**

Mr. Thomason requested authority to negotiate new terms for the progression of union employees.

Upon motion by Robert Walton and second by Todd Thomas authorizing management to negotiate new terms of progression for union employees, the Board voted as follows:

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

**December 19, 2016 (continued)**

**Personnel**

The Board discussed the future plans for golf pro interviews and the hiring of a marketing position for recreation. A discussion ensued regarding the funding source to pay the salary of the marketing position. An internal loan between departments was proposed. Mr. Thomason advised that he does not recommend an internal loan between departments to pay for operation or maintenance expenses. Other potential options were discussed, including a loan from a financial institution, adding incentives to the base salary for increased revenues, and expanding the scope of work of the position to promote the entire District and spreading the expense across all departments. Mr. Thomason reported that he would prepare a proposal and make a recommendation at the next Board Meeting. The Board took no further action.

**Closed Session Minutes**

Upon motion by Keith Ward and second by Nicholas LeMay to approve the Closed Session Minutes of November 21, 2016, the Board voted as follows:

Ayes: Jackson, LeMay, Thomas, Walton, Ward

Nays: None

Absent: Collins, Lucas

The President declared the motion carried.

Kischa Jackson left the meeting at 11:02 a.m.

**Adjournment**

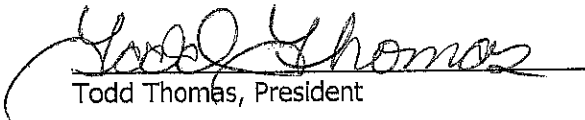
Upon motion by Keith Ward and second by Robert Walton to adjourn the meeting at 11:03 a.m., the Board voted as follows:


Ayes: LeMay, Thomas, Walton, Ward

Nays: None

Absent: Jackson, Collins, Lucas

The President declared the motion carried.

  
Todd Thomas, President

  
~~Keith Ward, Secretary~~  
Nicholas LeMay