



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 28, 2021

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Tuesday, December 28, 2021, at the Rend Lake Golf Course Banquet Room, 12476 Golf Course Road, Whittington, Illinois. President Michael Warren called the meeting to order at 8:30 a.m. The following attended:

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

Staff: In physical attendance: Keith Thomason, General Manager; Larry Sanders, General Counsel, Michael Johnston, Comptroller; Sean Pickford, District Engineer; Tony Furlow, Water Plant Superintendent; Jeremy Richardson, IWS Distribution Manager; Keith Vaughn, Buildings Construction and Repair Manager; Pete Hunter, Golf Course Superintendent; Jason Stilley, Golf Professional; Amy Krueger, Season's Lodge Manager; and Jen Zinzilieta, Executive Assistant.

Pledge of Allegiance

Visitors: No visitors

Minutes

Upon motion by Keith Ward and second by Ernest Collins to approve the minutes of the November 28, 2021, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Acceptance of Check Register

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

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Report of the Executive Team

Mr. Keith Thomason 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.
- A report was given regarding the recreation departments. The managers did a very good job during a difficult year.

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- A report was given regarding the projects that will be done during the winter months at the lodge and golf course.
- A report was given regarding tree removal on District property during the winter months.
- A report was given regarding grants for the Rend Lake Conservancy District.
- A report was given regarding implementing a new fee schedule for customers that have cut off locks from shut off meters.
- Mr. Thomason thanked Mr. Sanders and Mr. Richardson for volunteering their time to help the victims of the tornado in Kentucky during this past month.

Mr. Michael Johnston presented the financial report for the month.

- Mr. Johnston reported on the finances of each department.
- Mr. Johnston reported that Big Muddy Prison owes the District \$610,586 and the state, in total, owes the District \$699,199.

Mr. Larry Sanders presented the following information:

- A report was given regarding the Rend Lake Conservancy District receiving an award from IPARKS for being an exemplary member and for its 20-year membership.
- Mr. Sanders informed the Board that Mr. Bradley continues to keep in touch with him on legislation that might impact the District.
- Mr. Sanders reported that he and Mr. Thomason had a very good meeting with Senator Fowler. He also reported that Mr. Thomason was able to meet and briefly speak to Governor Pritzker at the Benton Airport last month due to efforts by Mr. Bradley and Senator Fowler.
- Mr. Sanders reported that the District may seek to have the Southern Illinois Artisans Shop turned back over to RLCD through legislation.

Report of the Department Managers

Mr. Sean Pickford, District Engineer, presented the following information:

- A report of the engineering projects was given.
- A report was given regarding a tank near Waltonville. Mr. Pickford gave several options to the Board to consider the fate of the 100,000-gallon elevated water tank that is located just east of the intersection of IL 148 and Bonnie Road.
- A report was given regarding the recommended repairs needed regarding the Christopher Tank.
- A report was given regarding the CO₂ tank project.

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

- A report was given regarding the tank inspection process.
- A report of the water and sewer leaks during the past month was given.
- A report of the PLC issues at the water plant was given.
- A report of the repairs in the water system was given.
- A report was given regarding lessons learned and precautions that RLCD should take in case a tornado would hit Southern Illinois.

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 was given regarding the EPA regulations being met.
- A report was given regarding chemical supply.
- A report of the water plant equipment and repairs was given.
- A report was given regarding the sewer system and lift stations.
- A report was given regarding the membrane system.
- A report was given regarding inventory on electrical parts that will be conducted the beginning of the year. Many of the PLC and electronics are over ten years old so many parts need to be on hand in case of an emergency.

December 28, 2021 (Continued)

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

- A report was given regarding the projects that have been completed this past month and projects that are about to begin throughout the District.
- The lodge bathroom remodel is underway. Mr. Vaughn reported the approximate cost for each bathroom remodel.

Mrs. Amy Krueger, Manager of Season's Lodge and Condominiums, presented the following information:

- A report was given regarding the upgrades that are underway at the lodge. Mrs. Krueger explained the need for the continuation of upgrades at the lodge, condominiums, and manor.

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

- A report was given regarding the progress of the tree crew on District property.

District's Strategic Plan

Mr. Thomason stated that he and the managers have set a list of priorities to address on the District's Strategic Plan. They continue to discuss and prioritize the objectives and will reevaluate the Strategic Plan the beginning of the year.

Bids and Purchases

Medium Duty Maintenance Cart

Mr. Pete Hunter presented information regarding purchasing a medium duty maintenance cart for the golf course. FB McAfoos & Co. has a 2017 maintenance cart for sale for \$12,700 with approximately 450 hours.

Upon motion by Keith Ward and second by Todd Thomas to approve the purchase of a 2017 medium duty maintenance cart for \$12,700 from FB McAfoos & Co., the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

2021 IDNR Lake Maintenance Bill

Mr. Thomason presented the 2021 IDNR Lake Maintenance bill of \$248,786.89.

Upon motion by Paul Lawrence and second by Robert Walton to approve the payment for the 2021 IDNR Lake Maintenance bill of \$248,786.89, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Pump Purchase

Mr. Thomason presented information regarding purchasing a new type of pump for the sewer lift stations. Mr. Pickford received several quotes ranging from \$17,000 to \$31,000. Mr. Thomason recommended that the Board approve the purchase of two HOMA pumps from Flo-Systems for \$17,362.

Upon motion by Todd Thomas and second by Michael Warren to approve the purchase of two HOMA pumps from Flo-Systems for \$17,362, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

December 28, 2021 (Continued)

Preapproval of Purchases for the Recreation Department

Mr. Thomason presented information regarding preapproval for purchases of used equipment at the golf course, carpet for Season's Lodge and Condominiums, and mattresses for king size beds at the lodge. Mr. Thomason said that he will discuss the purchases with the Board President if any of the purchases are over \$10,000.

Upon motion by Paul Lawrence and second by Keith Ward to preapprove the purchase of used equipment for the golf course, carpet for Season's Lodge and Condominiums, and mattresses for the king size beds at the lodge, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Policy Review

Mr. Thomason informed the Board that he is reviewing the policies of the District. He will bring any policies that need to be changed to the Board next month.

Water Tank Discussion

Discussion was had regarding the information and options that Mr. Pickford brought to the Board concerning the fate of the 100,000-gallon elevated water tank that is located just east of the intersection of IL 148 and Bonnie Road earlier in the meeting. It was decided that the District would bid the repainting of the inside and outside of the water tank.

Closed Session

Upon motion by Ernest Collins and second by Paul Lawrence to go into Closed Session at 10:22 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, Thomas, Walton, Ward, Warren

Nays: None

Absent: LeMay

The President declared the motion carried.

Upon motion by Ernest Collins and second by Keith Ward to come out of Closed Session at 12:15 p.m., the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Closed Session Minutes

Upon motion by Keith Ward and second by Ernest Collins to approve the Closed Session Minutes of the October 25, 2021, Regular Meeting and the Closed Session Minutes of the November 28, 2021, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

December 28, 2021 (Continued)

General Manager and General Counsel Salary Increase

Upon motion by Ernest Collins and second by Keith Ward to approve a salary increase of 3% for Mr. Keith Thomason and 2% for Mr. Larry Sanders for 2022 effective January 1, 2022, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

General Manager and General Counsel Employment Agreements Not Being Renewed

Board President, Michael Warren, stated to Mr. Keith Thomason and Mr. Larry Sanders that their Employment Agreements between each of them and the Board of Trustees are not being renewed. Mr. Warren said that each would be getting written notice that their Employment Agreements are not extended for an additional year. Attorney Jason Drew will draw up the letter that will be mailed to Mr. Thomason and Mr. Sanders. Mr. Warren expressed that the Board is not going to continue with the automatic extension in each of their agreements. Mr. Warren also asked Mr. Thomason and Mr. Sanders if they understood what he was saying. Each acknowledged understanding.

Upon motion by Paul Lawrence and second by Ernest Collins to move that Board President, Michael Warren, on behalf of the Board of Trustees give written notice that the Employment Agreements of Mr. Keith Thomason and Mr. Larry Sanders are not extended for an additional year. Attorney Jason Drew will compose the letter that will be mailed to Mr. Thomason and Mr. Sanders, the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.

Sexual Harassment Prevention Training

Mrs. Zinzilieta discussed the Sexual Harassment Prevention Training that is given to every employee of the District each year. Each Board member was given a copy of the training information.

Adjournment


Upon motion by Keith Ward and second by Ernest Collins to adjourn the meeting at 12:26 p.m., the Board voted as follows:

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

Nays: None

Absent: LeMay

The President declared the motion carried.



Michael Warren, President
Nicholas LeMay, Vice-President



Robert Walton, Secretary