



# 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 February 26, 2024

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, February 26, 2024, at the Rend Lake Event Center, 14967 Gun Creek Trail, Whittington, IL. President Michael Warren called the meeting to order at 8:30 a.m. The following attended:

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

**Staff:** In physical attendance: Wayne Tate, Interim General Manager; Sean Pickford, District Engineer; Tony Furlow, Water Plant Superintendent; Josh Bean, Water Plant Manager; Keith Vaughn, Buildings Construction and Repair Manager; Wesley Ing, Warehouse Manager; Judith Markham, Comptroller; Pete Hunter, Golf Course Superintendent; Amy Krueger, Seasons Lodge Manager; Jason Stillely, Golf Professional; and Jen Zinzilieta, Executive Assistant.

**Legal Counsel:** Jonathan Cantrell

**Visitors:** None

### Minutes

Upon motion by Nicholas LeMay and second by Paul Lawrence to approve the minutes of the January 22, 2024, Regular Meeting as presented, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### Acceptance of Check Register

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

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### Report of the Executive Team

Mr. Wayne Tate, Interim General Manager, presented a report regarding the following items:

- A report was given regarding the updated organizational chart.
- A report was given regarding the status of the restaurant.
- A report was given regarding the investments of the District.
- A report was given regarding the transition from Midland States Bank and Peoples National Bank to US Bank.

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## February 26, 2024 (Continued)

### District's Strategic Plan

There have not been any updates to the District's Strategic Plan.

### Bids / Purchases

#### Rubber Suction Hoses

Mr. Tate presented information regarding the purchase of five 12" x 10' rubber suction hoses for the raw water intake at the lake.

Upon motion by Todd Thomas and second by Paul Lawrence to approve the purchase of five 12" x 10' rubber suction hoses from C & C Pumps and Supply, Inc. for a total cost of \$15,000, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

#### Materials to Repair Leak

Mr. Tate presented information regarding an emergency purchase of materials and a line stop to fix a leak on the corner of Marcum Branch Road and Gun Creek Trail.

Upon motion by Nicholas LeMay and second by John Spence to approve the purchase of materials for \$12,772 and a line stop for \$5,000 to repair a leak, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

#### ChemScan Mini-Free Ammonia Analyzer

Mr. Tate presented information regarding the purchase of a ChemScan Mini-Free Ammonia Analyzer for the water plant. Mr. Furlow is asking for preapproval while he researches additional options.

Upon motion by John Spence and second by Paul Lawrence to grant preapproval for the purchase of a ChemScan Mini-Free Ammonia Analyzer not to exceed \$21,120, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

#### Software Upgrade for the Rend Lake Golf Complex

Mr. Tate presented information regarding a software upgrade for the Rend Lake Golf Complex which includes the restaurant, golf pro shop, and the lodge.

Upon motion by John Spence and second by Michael Warren to approve the purchase and fees of software for the Rend Lake Golf Complex. The annual fee for the Maestro software for the lodge is \$21,710, the one-time setup fee for the Maestro software is \$26,540, and the monthly fee for the Lightspeed software is \$660, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.



## February 26, 2024 (Continued)

### Report of the Managers

Mrs. Judith Markham, Comptroller, present the following information:

- A report was given regarding the financial status of the District.

Mr. Tony Furlow, Water Superintendent, presented the following information:

- A report was given regarding the duties and responsibilities of each of the managers in the water department.
- 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 all compliance issues.
- A report was given regarding the material inventory for all customers in our system.
- A report of the water plant equipment and repairs was given.
- A report was given regarding the sewer system and lift stations.
- A report of the membrane system and membrane modules was given.
- A report was given regarding distribution operations of the water system.
- A report was given regarding the projects at the water plant.
- A report was given regarding the safety record at the water plant.
- A report was given regarding the 42" water line blockages.
- A report of the water and sewer breaks during the past month was given.
- A report of the maintenance, repairs, and upgrades in the water system was given.

Mr. Josh Bean, Water Plant Manager, presented the following information:

- A report was given regarding the membrane system and membrane modules was given.
- A report was given regarding the chemical status at the water plant.

Mr. Wesley Ing, Warehouse Manager, presented the following information:

- A report was given regarding the clearing of easements.

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

- A report was given regarding the projects that have been completed and those that are still in process such as installation of security cameras at the lodge, upgrades at the shooting complex, and upgrades at the restaurant.

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

- A report was given regarding occupancy at the lodge, condominiums, and cabins during the past month.
- A report was given regarding new software for the lodge to replace the outdated software that does not currently meet the needs of the lodge, condominiums, and cabins.
- A report was given regarding updating the telephone system at the lodge.

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

- A report was given regarding the nice weather having a positive impact on the rounds played at the golf course during the past month.

### Closed Session

Upon motion by John Spence and second by Nicholas LeMay to go into Closed Session at 9:30 a.m. for the following purposes (5 ILCS 120/2(c)): (1) Personnel (For the Discussion of the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal); (2) Collective negotiating matters between RLCD and its employees; (3) Selection of a person to fill a public office/appointment by Board; (6) Sale, Purchase or Lease (For the Setting of a Price for Sale, Purchase or Lease of Property); and (21) Closed Session Minutes (For the Discussion of Closed Session Minutes); the Board voted as follows:

## February 26, 2024 (Continued)

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

Upon motion by Paul Lawrence and second by Nicholas LeMay to come out of Closed Session at 11:50 a.m., the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### **Ordinance 314 – Regarding Water Rates**

Upon motion by Nicholas LeMay and second by Paul Lawrence to adopt Ordinance 314 – Regarding Water Rates as presented, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### **Rescind Ordinance 314 – Regarding Water Rates**

Upon motion by Nicholas LeMay and second by Paul Lawrence to rescind the motion to adopt Ordinance 314 – Regarding Water Rates, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### **Ordinance 314 – Regarding Water Rates**

Upon motion by Nicholas LeMay and second by Michael Warren to adopt Ordinance 314 – Regarding Water Rates as presented except to set municipal rates for one year with a 2.8% rate increase, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### **Illinois Legislative Update**

Mr. Jonathan Cantrell presented a memorandum that Mr. Bradley provided regarding an update on legislative matters and news that might affect the Rend Lake Conservancy District. Mr. Bradley expressed that he continues to monitor the legislative session, meet with members, and generally represent RLCD.

### **Transfer of the Rend Lake Event Center**

Upon motion by Paul Lawrence and second by John Spence to approve the transfer of the Rend Lake Event Center from the General Fund to the Recreation Fund, the Board voted as follows:

Ayes: Lawrence, LeMay, Spence, Thomas, Walton, Warren

Nays: None

Absent: Collins

The President declared the motion carried.

### **Closed Session Minutes**

Upon motion by John Spence and second by Todd Thomas to approve the Closed Session Minutes of the January 22, 2024, Regular Meeting as presented, the Board voted as follows:



**February 26, 2024 (Continued)**

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

**General Manager Position**

Upon motion by Michael Warren and second by Todd Thomas to grant authority to Mr. Wayne Tate to negotiate with and offer the General Manager position to Applicant A, the Board voted as follows:

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

**General Manager Position**

Upon motion by Nicholas LeMay and second by John Spence to grant authority to Mr. Wayne Tate to negotiate with and offer the General Manager position to Applicant B if Applicant A does not accept the position, the Board voted as follows:

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

**Ordinance 315 – Modifying the Employment Policy**

Upon motion by John Spence and second by Paul Lawrence to adopt Ordinance 315 – Modifying the Employment Policy regarding the Paid Leave for All Workers Act as presented, the Board voted as follows:

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

**Rescind the Transfer of the Rend Lake Event Center**

Upon motion by Paul Lawrence and second by Michael Warren to rescind the motion to transfer the Rend Lake Event Center from the General Fund to the Recreation Fund, the Board voted as follows:


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

**Adjournment**

Upon motion by Paul Lawrence and second by Nicholas LeMay to adjourn the meeting at 12:35 p.m., the Board voted as follows:

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

  
Michael Warren, President

  
~~Robert Walton, Secretary~~  
Todd Thomas, Secretary Pro Temp.