



# REND LAKE CONSERVANCY DISTRICT

11231 MARCUM BRANCH ROAD ■ P. O. BOX 907 ■ BENTON, ILLINOIS 62812  
TELEPHONE: (618) 439-4321 ■ FAX: (618) 439-2400

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE REND LAKE CONSERVANCY DISTRICT HELD March 25, 2024

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, March 25, 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: Ernest Collins, Paul Lawrence, Nicholas LeMay, John Spence, Todd Thomas, and Michael Warren. Absent: Robert Walton

**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 Stilley, Golf Professional; Norma Jones, Restaurant Manager; 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 February 26, 2024, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

### Acceptance of Check Register

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

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

Nays: None

Absent: Walton

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 start date of the General Manager, Gary Williams.
- A report was given regarding the consolidation of the bank accounts.
- A report was given regarding the opening of Seasons Restaurant.

AN EQUAL OPPORTUNITY EMPLOYER

*Serving Southern Illinois Since 1955*

## March 25, 2024 (Continued)

Mr. Sean Pickford, District Engineer, presented a report regarding the following items:

- A report was given highlighting the information in the Engineer's Report included in the Board packet.

### Report of the Managers

Mrs. Judith Markham, Comptroller, presented 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 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 the chemistry change at the water plant.
- A report was given regarding the membrane modules and installation of the modules was given.
- A report was given regarding the sewer system and lift stations.
- 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 of the water and sewer breaks during the past month was given.

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

- A report of the maintenance performed at the water plant was given.

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 remodeling the lobby and office at the lodge, upgrading the restaurant, and preparing to open the pool at the lodge.

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

- A report was given regarding the maintenance projects at the golf course.

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 the upgrades being done at the lodge.
- A report was given regarding the maintenance plan being developed for Seasons Lodge & Condominiums.
- 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.
- A report was given regarding the condition of the course.

### District's Strategic Plan

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

## March 25, 2024 (Continued)

### **Bids / Purchases**

#### Seasons Lodge & Condominiums Air Conditioning Units

Upon motion by Todd Thomas and second by Paul Lawrence to approve the purchase of five air conditioning units for the condominiums for a cost of \$5,775 per unit, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

#### Badger Meter & Coppersetter

Upon motion by John Spence and second by Todd Thomas to grant preapproval for the purchase of one hundred Badger meters with encoders for \$29,575 and one hundred coppersettlers for \$24,575 for a total cost of \$54,150, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

#### Material in Preparation for Long-Wall Mining

Upon motion by Nicholas LeMay and second by John Spence to approve the purchase of 1,800 feet of 6" pipe and 1,000 feet of 4" pipe for a total cost of \$28,992 from IMCO Utility Supply Co. for material in preparation for broken water lines during long-wall mining by Viking Coal Mine in the Macedonia area, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

#### BPS Control Valve Conversion

Upon motion by Paul Lawrence and second by Ernest Collins to approve the purchase of a 14" bronze pilot system and valve position transmitter for the BPS control valve conversion from C & C Pumps and Supply, Inc for a total cost of \$15,447.40, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

#### Financial Audit Proposal

Upon motion by Todd Thomas and second by John Spence to accept the three-year financial audit proposal from Kerber, Eck & Braeckel LLP, the Board voted as follows:

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

Nays: None

Absent: Walton

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.

## **March 25, 2024 (Continued)**

### **Proposed Budget May 1, 2024 – April 30, 2025**

Mr. Wayne Tate presented the proposed budget for Board discussion and approval for public review. Discussion ensued.

Upon motion by Nicholas LeMay and second by John Spence to approve the Proposed Budget Year Ending April 30, 2025 for public review with a change to the Proposed Capital Budget adding \$500,000 for Grant Match in the Recreation Fund, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

### **Schedule Budget Hearing – April 22, 2024 at 8:25 a.m.**

Upon motion by Nicholas LeMay and second by Michael Warren to approve the public budget hearing for April 22, 2024 at 8:25 a.m., the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

### **Intergovernmental Agreement with the City of DuQuoin**

A discussion ensued regarding the intergovernmental agreement with the City of DuQuoin. No action was taken.

### **Rend Lake Event Center**

Upon motion by Paul Lawrence and second by John Spence to approve the gift 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, Warren

Nays: Collins

Absent: Walton

The President declared the motion carried

### **Closed Session**

Upon motion by Paul Lawrence and second by Nicholas LeMay to go into Closed Session at 11:30 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; (21) Closed Session Minutes (For the Discussion of Closed Session Minutes); the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

Upon motion by Ernest Collins and second by John Spence to come out of Closed Session at 11:40 a.m., the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

**March 25, 2024 (Continued)**

**General Manager Contract**

Upon motion by Nicholas LeMay and second by Todd Thomas to approve changing Gary Williams' contract giving him the same paid time leave as other full-time employees of the District, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

**Closed Session Minutes**

Upon motion by Ernest Collins and second by Nicholas LeMay to approve the Closed Session Minutes of the February 26, 2024, Regular Meeting as presented, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

**Secretary Pro Tempore**

Upon motion by Ernest Collins and second by Michael Warren to appoint Todd Thomas as secretary pro tempore, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

**Financial Procedure Change Regarding Purchasing Authority**

Upon motion by John Spence and second by Michael Warren to grant the General Manager purchasing authority up to \$25,000 and the IWS Superintendent purchasing authority up to \$5,000, the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.

**Adjournment**

Upon motion by Ernest Collins and second by John Spence to adjourn the meeting at 11:45 a.m., the Board voted as follows:

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

Nays: None

Absent: Walton

The President declared the motion carried.



Michael Warren, President

Nicholas LeMay, Vice President



Robert Walton, Secretary