

**KINKAID-REED'S CREEK CONSERVANCY DISTRICT  
BOARD OF TRUSTEES MEETING  
Wednesday, May 8, 2024**

The Board of Trustees of the Kinkaid-Reed's Creek Conservancy District held its monthly meeting on Wednesday, May 8, 2024. President Barone called the meeting to order at 7:00 p.m. at 1763 Water Plant Rd., Murphysboro, Illinois.

**ROLL CALL:**

Lisa Byrd	Present
David Ardrey	Present
Nate Westphal	Present
Jay Ziegler	Present
Greg Legan	Present
Tony Mileur	Present
Mike Barone	Present

**Also Present:** Scott Wilmouth, Carrie Likins, JT Jenkins, Maggie Jenkins, Richard Blake, Jim Pribble, Gary Raines, and Butch Cheatham.

**MINUTES:** Approval of Board meeting minutes for April 10, 2024. Trustee Ziegler made a motion to approve the Board meeting minutes of April 10, 2024. Trustee Mileur seconded the motion. All members present voted "Aye." President Barone declared the motion carried.

**Public Comment:** None

**KINKAID-REED'S CREEK CONSERVANCY DISTRICT**

**OLD BUSINESS:**

**Conservancy Committee Report:**

**Fish Tournament Requests and Fish Tournament Regulations:** None

**Deck/Shed Requests:** Manager Wilmouth reported the deck requests are tabled in Conservancy Committee pending a new deck policy still in review. Manager Wilmouth reported there are two tabled shed requests for consideration. Manager Wilmouth reported the Conservancy Committee agreed on a shed policy that includes the requirement of a standard gable roof and therefore recommends denying the shed request from CC-34 that has a barn style roof. Manager Wilmouth stated the Conservancy Committee recommends approving the shed request from CB-08 that meets the shed policy standards. Trustee Mileur made a motion to approve the shed request from CB-08 and deny the shed request from CC34. President Barone seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

**Deck and Shed Policies:** Trustee Mileur stated that a shed policy was adopted by the Board at the April meeting and the Conservancy Committee has revised the policy language regarding the roof of the sheds. Trustee Mileur stated the language of the policy has been amended to read a standard gable roof instead of a specific 2-12 roof pitch. Trustee Mileur stated the Committee would like the sheds to look more uniform and not have sheds with lofted roofs. Trustee Mileur stated that the

Conservancy Committee recommends to the Board approval of the amended shed policy. Trustee Legan made a motion to approve the amended Shed Policy. Trustee Westphal seconded the motion. All member present voted "Aye," and President Barone declared the motion carried.

**Dock Policy:** Trustee Mileur stated the Conservancy Committee agreed to not allow the placement of any bumpers by marina customers to the new docks, however the front side of the docks are already being damaged by boats. Trustee Mileur stated the Conservancy Committee is recommending to the Board that the dock policy be amended to allow marina customers to purchase and install a particular vinyl dock edge to the wood trim in their leased boat slip if they chose which would protect both their boat and the docks. Trustee Mileur made a motion to approve the amended dock policy. President Barone seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

**Ramp Replacement on Dock D and Dock E:** Manager Wilmouth reported there are two ramps at the marina that are in need of replacing at a total cost of \$8,126.00. Trustee Mileur made a motion to replace the ramps on Dock D and Dock E. Trustee Ziegler seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

**Landowner Easements for Erosion Control Structure Installation:** Manager Wilmouth reported the Easements for the erosion Control Structure Installation have been drafted and Butch Cheatham and himself will be meeting with the landowners tomorrow for them to look over the paperwork. Manager Wilmouth reported this project is part of the 319 Grant. Trustee Mileur made a motion to approve the Landowner Easements for Erosion Control Structure Installation. Trustee Ziegler seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

#### **Marina/Campground:**

**Marina Report:** Jim Pribble reported that lightning struck a tree in Ed Bottom Campground last weekend and fortunately the limb that fell did not cause any damage. Mr. Pribble stated he is trying to work with Lake of Egypt Docks on correcting some safety issues on the docks. Trustee Ardrey stated Lake of Egypt Docks has a contract with the District for all the new dock work and the Conservancy Committee members will need to walk the docks with the contractors and agree upon a solution to any issues that need to be resolved. Mr. Pribble stated he does not think outside contractors should be allowed to conduct business on marina property on the weekends because the marina and campgrounds get very busy with people coming to enjoy themselves and relax. Mr. Pribble stated he does not have an issue with contract work on weekends if it's an emergency situation. Trustee Ardrey stated the Board gives Mr. Pribble the authority to post that no contract work may be conducted on weekends and holidays.

**Master Plan Update:** Trustee Legan reported most of the verbiage and scope of work outline is complete and Manager Wilmouth and himself are working on letters of support now for the updated Master Plan. Trustee Legan stated the District has already received letters of support from Jackson County and IDNR and is working on getting letters of support from US Forest Service and the City of Murphysboro.

#### **USFS CALR Shoreline Project:**

**Approval of Pay Request #2 – G&H Marine, Inc:** Manager Wilmouth reported G&H Marine completed the shoreline work on Monday and this is pay request number 2 from G&H Marine, Inc. for \$213,459.71

for Board approval. Manager Wilmouth stated there were two change orders to the contract to add more footage of shoreline work on USFS, IDNR, and District property because there were leftover approved funds that had been allocated to the project. Trustee Ardrey made a motion to approve Pay Request #2 from G&H Marine, Inc. Trustee Ziegler Seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Manager's Report:** Manager Wilmouth reported the electricity is on at the new Glenn Seeber Campground and May 14<sup>th</sup> is the start up date for the sewer pumps to make sure everything is working correctly. Manager Wilmouth stated May 20<sup>th</sup> is the scheduled date for the roads to be oil and chipped and the engineers are working on a change order with Burkey Construction to include the concrete work for the new ADA compliant playground. Manager Wilmouth stated the soft fall material is being ordered for the new playground as well.

#### **New Business:**

**Legal Report:** Attorney Richard Blake reported that Attorney Ed Heller has drafted a letter to the Douglas Pipeline Company that addresses concerns within the original tabled Easement agreement presented to the District. Attorney Blake stated the Conservancy Committee has approved legal counsel to send the letter to the Pipeline company that amends the language of the original easement agreement. Trustee Ziegler made a motion to approve legal counsel to move forward with sending the letter with addendums to the Douglas Pipeline Company. Trustee Mileur seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

**Kinkaid-Area Watershed Project:** Manager Wilmouth reported that engineer Gary Raines has been analyzing water quality sample data from last year and will be discussing his findings at a future meeting.

**USFS – Margaret Anderson:** Nothing to Report.

#### **FINANCE CHAIRMAN REPORT:**

##### **Finance Chairman Recommendation**

**Approval of District Budget for 2024-2025:** Trustee Westphal made a motion to approve the District Budget for 2024-2025. Trustee Mileur seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes

Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Approval of Marina Budget for 2024-2025:** Trustee Westphal made a motion to approve the Marina Budget for 2024-2025. Trustee Legan seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**District Account Balances Approval and District Budget vs. Actual Report Approval:** Trustee Westphal made a motion to approve both the District Account Balances and the District Budget vs. Actual Report. Trustee Mileur seconded the motion. All members present voted "Aye," and President Barone declared the motion carried.

**Approval of District Bills:** Trustee Westphal made a motion to approve the District Bills. Trustee Mileur seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

## KINKAID AREA WATER SYSTEM

### OLD BUSINESS:

**Legal Report:** Nothing to report.

**Manager's Report:** Manager Wilmouth reported a representative from the 360 Energy Group conducted an on-site visit at the Water Treatment plant to collect data and give some suggestions for the Infrastructure Grant that the District is applying for.

### New Business:

**Personnel Committee Report:**

**Employee Raise Approval:** Manager Wilmouth reported the Personnel Committee met and recommends a 3% raise for employees except for the temporary marina staff. Manager Wilmouth reported the Personnel Committee also recommends that Carrie's wage be raised to \$25.00 per hour for doing an outstanding job as Administrative Assistant and Angela's wage is raised to \$22.00 per hour for performing well as the marina secretary. Vice President Byrd made a motion to approve the employee raises, and Trustee Legan seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Campbell Hill Water Tower Repainting:** Manager Wilmouth stated the District has received an estimated cost from HMG Engineers for \$200,500 for the repainting of the Campbell Hill Water Tower. Manager Wilmouth stated the District has also received a service agreement from HMG Engineers for the project that states the engineering fees for the project will not exceed \$30,000. Manager Wilmouth recommends Board approval for the engineering agreement which would allow HMG Engineers to start work on the bid specifications for the project. Trustee Westphal made a motion to approve the HMG Engineers Service Agreement for the Campbell Hill Water Tower Repainting. Trustee Mileur seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Tap Requests:** None

#### **FINANCE CHAIRMAN REPORT:**

##### **Finance Chairman Recommendation**

**Approval of Water System Budget for 2024-2025:** Trustee Westphal made a motion to approve the Water System Budget for 2024-2025. Trustee Ardrey seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Water System Account Balances Approval and Water System Budget vs. Actual Report**

**Approval:** Trustee Westphal made a motion to approve both the Water System Account Balances and Water System Budget vs. Actual Report. Vice President Byrd seconded the motion. All members present voted "Aye." President Barone declared the motion carried.

**Approval of Water System Bills:** Trustee Westphal made a motion to approve the Water system bills. Vice President Byrd seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**Election of Officers:** Trustee Ziegler made a motion that all current officers remain in place. Trustee Mileur seconded the motion.

Roll Call Vote:

Lisa Byrd	Yes
Dave Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Mike Barone	Yes

President Barone declared the motion carried.

**OTHER MATTERS TO DISCUSS:** Manager Wilmouth reported that Patrick Horstmann reached out and stated the IHSA Bass Fishing Organization team will be touring the Marina facilities on May 22<sup>nd</sup> at 11:00 a.m. regarding the State Fishing Tournament proposal he submitted.

**ADJOURNMENT:**

President Barone asked for a motion to adjourn until next month's regular Board meeting scheduled for June 12, 2024. Trustee Mileur made a motion to adjourn the meeting and Vice President Byrd seconded the motion. All members present voted "Aye." President Barone declared the motion carried.



SECRETARY- ANTHONY MILEUR



VICE PRESIDENT - LISA BYRD