

**KINKAID-REED'S CREEK CONSERVANCY DISTRICT
CONSERVANCY COMMITTEE MEETING
WEDNESDAY, NOVEMBER 12, 2025**

The Conservancy Committee of the Kinkaid-Reed's Creek Conservancy District held its meeting on Wednesday, November 12, 2025. Chairman Mileur called the meeting to order at 6:00 p.m., at 1763 Water Plant Rd., Murphysboro, Illinois.

ROLL CALL:

Scott Wilmouth	Present
Lisa Byrd	Absent
Dave Ardrey	Present
Tony Mileur	Present

Also present: Carrie Likins and Richard Blake

Approval of Minutes for October 8, 2025: Trustee Ardrey made a motion to approve the minutes of October 8, 2025, Conservancy Committee meeting. Chairman Mileur seconded the motion. All members present voted "Aye," and Chairman Mileur declared the motion carried.

Public Comment: None

Old Business:

Deck/Shed Requests: Manager Wilmouth reported there is one deck request for consideration from the annual Camper in C-07. Manager Wilmouth stated the camper is wanting to purchase a deck from the camper at site A-20 and relocate the deck to their site. All Conservancy Committee members agreed to recommend to the Board the approval of the deck request.

Boat Lift Policy Update: Manager Wilmouth stated the Committee members have a draft from legal counsel in their packet of a proposed boat lift policy. Attorney Richard Blake reported that Attorney Ed Heller has revised some items from the previous draft. Mr. Blake stated that paragraphs 11, 12, and 13 are drafted with the language that new boat lifts will not be allowed to be installed so that is something for the Board to consider and determine. Mr. Heller stated that these paragraphs would need to be revised if the District decides to allow new lifts. Manager Wilmouth stated that this item will need to be tabled for now as the District is waiting on the boat lift manufacturer that is going to inspect all the boat lifts currently installed at the marina.

Dock Electric Inspection Update: Manager Wilmouth stated that he has not received an estimate for the repairs yet from A & I Electric. Manager Wilmouth stated that he has asked the electrician to give him a quote for fixing the issues listed in the dock electric inspection report as well as a quote for replacing all of the electric on the docks. Trustee Ardrey stated that the District should get multiple bids for this project. Trustee Ardrey stated that the Committee already knows that a complete dock electric replacement would cost well over \$450,000 for just the pedestals and that would not include labor and other modifications. Trustee Ardrey stated the only feasible option right now would be to get bids on just the repairs needed from the violations found in the dock electric inspection report. Chairman Mileur asked if A & I had been compensated for their work on the dock electric inspection and the report. Manager Wilmouth stated A & I prepared the report at no charge expecting to be hired for the repairs later. Chairman Mileur stated that if they do not get the job, they will need to be compensated for their inspection and report. Trustee Ardrey stated that his recommendation is to turn the dock electric inspection report into an RFP and send it out to electric companies to request a bid. Trustee Ardrey stated that he reached out to a general contractor to ask what companies would consider bidding on this project. Trustee Ardrey stated the companies recommended to him that might work on a project of this size and scale was Burke Electric, A & I Electric, Brown Electric out of Goreville, MC Electric out of Red Bud, and FW Electric out of Benton. Trustee Ardrey stated that he has not spoken to any of these

companies regarding the project. Manager Wilmouth stated he could meet with an Engineer and have them put together a bid packet to send out for the project. All Conservancy Committee members agreed this was the best method for soliciting bids from several electric companies.

Restaurant Proposals Update: Manager Wilmouth reported that all committee members have a Request for Proposals (RFP) draft in their packets for the Operation and Management of the Restaurant at the Kinkaid Lake Marina. Trustee Ardrey stated this RFP will be sent to the interested parties who have previously sent in a proposal to operate the marina restaurant. Trustee Ardrey stated that over the last few years the District has incurred expenses related to the restaurant operation including utility bills, real estate taxes, and common area maintenance expenses to name a few. Trustee Ardrey stated that the proposed RFP specifies these expenses, along with their estimated amounts, which will be assumed by the business operator in the future. Trustee Ardrey stated that sending this RFP will inform prospective operators of their financial obligations, helping them decide whether to submit a proposal. Trustee Ardrey stated the Conservancy Committee is recommending to the Board approval of the concept of a Request for Proposal pending approval of legal counsel to be sent out for consideration for operations of the marina restaurant.

Boat Shop Proposals Update: Manager Wilmouth stated that Brian Pigg is the only party still interested in operating the boat shop. The Committee all agreed to give Manager Wilmouth the authority to meet with Brian Pigg and explain to him the expenses he will incur for the boat shop building, including property taxes, insurance and utilities.

New Business:

Marina Truck Repair: Manager Wilmouth reported that the marina truck has been broken down for several weeks and is currently sitting at AutoWorks in Murphysboro. Manager Wilmouth stated that the diagnosis from the mechanic is that the transmission needs replaced. Manager Wilmouth stated the estimate to replace the transmission is \$4,150 from AutoWorks with \$3,100 of that amount as a downpayment to order the new transmission. The Committee all agreed to recommend to the Board approval of the quote from AutoWorks to replace the marina truck transmission.

Imhoff Farm Lease Renewal: Manager Wilmouth stated the Imhoff Farm Lease is expiring at the end of the year and Mr. Imhoff has requested to renew the lease agreement. Manager Wilmouth stated that the Committee members have a draft of the new lease agreement for review. All Committee members agreed to recommend to the Board the approval of the Imhoff Farm Lease Renewal.

Annual Campsite C-15 – Site Issue: Trustee Ardrey stated the Committee has discussed the issue with the camper in site C-15 in the past. Trustee Ardrey showed the committee the camper in question on the campground map and explained this camper is set back in the trees and is not positioned on the actual camping site that is allotted for this site. Trustee Ardrey stated that the position of this camper poses issues because any potential water sewer leaks from this camper would go directly into the ground that goes down to the lake. Trustee Ardrey stated the electricity lines from this camper would have to run sixty to seventy feet to even plug into the electric pedestal designated for this campsite. Trustee Ardrey stated this annual camper is not in compliance with the lease by not being in the designated campsite and their camper has not had an up-to-date registration on their camper since 2017. Trustee Ardrey reported that the marina secretary found no insurance or registration on file for campsite C-15, and the customer also owes past due utility payments. The Conservancy Committee members agreed to instruct legal counsel to draft a letter to the customer stating that their lease will not be renewed for next year and they have thirty days to remove their camper from the premises. Trustee Ardrey stated this letter will be recommended to the full board to approve at next month's meeting.

OTHER MATTERS TO DISCUSS: Trustee Ardrey stated that he would like for the Committee to review the drafted 2026 lease agreements as there seems to be some missing edits and omissions that the

Committee has discussed and approved this year. Trustee Ardrey stated that he will walk through his notes on those items. Trustee Ardrey stated if the Committee takes these corrections back to the Board it will help them understand what is missing from the lease agreements. Trustee Ardrey stated the four documents he will reference with these edits and omissions are the Annual Campground lease agreement, the campground rules, the boat slip lease agreements, and the boat dock rules.

Trustee Ardrey stated he will go through and list these items that need attention in the lease agreements and rules.

Trustee Ardrey stated these items are in the Annual Campsite Lease Agreement:

#2- Trustee Ardrey stated the language on this item should address the no tampering or modifications to any electrical devices that are part of the District's infrastructure. Trustee Ardrey stated this language has been approved to be added to the lease agreements. Trustee Ardrey stated he is also concerned about the small \$50 Reconnection fee as that would not cover the cost of an electrician disconnecting the electricity and reconnecting it to a campsite.

#12- Trustee Ardrey stated this item should not be "if" the Lessee moves their camper from the campsite then they would be required to position the camper at a forty-five-degree angle within the campsite when they move the camper back in. Trustee Ardrey stated the language passed by the board was that the District has the right to require the lessee to arrange their camper in the correct angle on the site at any time. Manager Wilmouth stated that he remembers the board approving the language that if a lessee took their camper out and brought it back, the camper would have to be placed at the forty-five-degree angle if the geography of the site allowed. Chairman Mileur stated that he understood it to be based upon the geography of the site as well.

Trustee Ardrey stated the next items are in the Campground rules:

#17-Electricity Requirements should also state that cords must meet UL/RV requirements. Manager Wilmouth stated that this paragraph also states that the Lessee may not attempt repairs or alterations to the electric supply. Trustee Legan stated that the consequence for tampering with the electric supply should also be added to this paragraph. Trustee Ardrey stated that the consequence would be that the Lessee forfeits their lease if they tamper with the electric supply or any District infrastructure and would result in the immediate termination of the lease agreement.

#21- Trustee Ardrey said he is questioning why the District is permitting any lessee to construct a walking path. Manager Wilmouth stated this has always been allowed because the lessee walking the same path constantly causes the pathway to get muddy if a walkway is not there. Trustee Ardrey stated he would like clarification from the Board if they would like to continue to allow individuals to construct a walking path to their campsite.

#28-Trustee Ardrey stated that he is questioning a lessee being allowed to install up to a 2-inch diameter round metal post into the ground for a satellite dish. Trustee Ardrey stated that his concern with allowing this is that the people installing these posts do not know where the District's water and electrical lines are in the ground.

#25- Trustee Legan stated that this item pertaining to awnings being permitted states that they "may" be affixed to the trailer needs to be changed to "must" be affixed to the trailer.

#42- Trustee Ardrey stated that the quiet hours in the campground rules are from 11:30 p.m. until 6:30 a.m., and the quiet hours in the boat dock rules are 11:00 p.m. until 7:00 a.m. Trustee Ardrey stated that the Board needs to pick quiet hours that are consistent on both documents.

Trustee Legan observed that the term "camper" is used frequently throughout this document to refer both to the lessee and to the camper trailer. Trustee Legan recommended revising this terminology to

increase clarity and minimize confusion.

Trustee Ardrey stated the next items are in the boat slip lease agreements.

#1- Trustee Ardrey stated that the current maximum size of boat allowed is 65 foot by 16 foot. Trustee Ardrey reported that in a recent meeting held with the dock contractor, they informed us that the marina's docks are not currently designed to accommodate large vessels. Trustee Ardrey stated the District is now adapting the walkways to support a 60-foot boat. Trustee Ardrey stated that the existing 65-foot boats at the marina would be allowed to stay until they leave, however, he is opposed to allowing new boats of that size at the marina. Trustee Ardrey stated that he suggests changing the maximum size boat allowed to 55-foot because there are only a few slips that have a walkway that can accommodate a 60-foot boat.

#2- Trustee Ardrey stated that somewhere in this paragraph it should be added that the District reserves the right to move or reassign slips necessary to manage each dock individually.

Trustee Ardrey stated that once the dock renovation project is completed, some of the existing 60-foot boats are going to have to move to slips that have the walkways to accommodate those boats.

Trustee Legan stated also in this paragraph he would like the language changed from "to renew a lease agreement" to "to apply for renewal."

#3- Trustee Ardrey stated that he disagrees with the language that the lessee has the "exclusive" right in this item. Trustee Ardrey stated that the exclusive should be omitted from the language as well as the right for any renewal term. Attorney Richard Blake stated that the renewal term language was originally added when the District was looking into issuing bonds for the dock renovation project but can be omitted from the lease agreement now.

Trustee Ardrey stated that the last items are in the Boat Dock Rules.

#7- Trustee Ardrey stated this rule should include any modifications or tampering with the electrical or water system will result in immediate termination of the lease. Trustee Ardrey stated that all cords and connections must be UL/Marine approved should also be added to this item.

#10- Trustee Ardrey stated he had a question about what No open flames is referring to. Manager Wilmouth stated that he is not sure. Trustee Ardrey stated that many boats that have grills on them also have a fire mat under the grill, and that could be made a requirement as a level of protection.

Trustee Ardrey stated that in addition two items not in the boat dock rules that have been approved need to be added.

#22- No Swimming within the harbor area and including a definition of the harbor which is the break water to the shoreline.

#23- Trustee Ardrey stated the second rule would be to define that there is an industry standard for boat lines and fenders. Trustee Ardrey stated that boats are constantly breaking loose in the marina due to bad lines. Trustee Ardrey stated there is an industry standard for boats by their size. Trustee Ardrey stated language that states the industry standard for lines and fenders should be added to the rules under this item.

ADJOURNMENT: There being nothing further to discuss Trustee Ardrey made a motion to adjourn the meeting. Chairman Mileur seconded the motion. All members present voted "Aye," and Chairman Mileur declared the motion carried.



CHAIRMAN