

**KINKAID-REED'S CREEK CONSERVANCY DISTRICT
BOARD OF TRUSTEES MEETING
Wednesday, August 13, 2025**

The Board of Trustees of the Kinkaid-Reed's Creek Conservancy District held its monthly meeting on Wednesday, August 13, 2025. Vice President Lisa Byrd called the meeting to order at 7:00 p.m. at 1763 Water Plant Rd., Murphysboro, Illinois.

ROLL CALL:

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

Also Present: Scott Wilmouth, JT Jenkins, Ed Heller, Gary Raines, and Jim Pribble.

MINUTES: Approval of Board meeting minutes for July 9, 2025.

Trustee Ziegler made a motion to approve the Board meeting minutes of July 9, 2025. Trustee Mileur seconded the motion. All members present voted "Aye," and Vice President Byrd 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: None

Annual Food Drive for Murphysboro Food Pantry Approval: Manager Wilmouth reported that Lisa Kellerman reached out and asked for the Board's approval to coordinate the annual food drive fundraiser for Murphysboro Food Pantry at Kinkaid Marina. Trustee Mileur made a motion to approve the annual food drive and Trustee Westphal seconded the motion. All members present voted "Aye," and Vice President Byrd declared the motion carried.

Marina/Campground:

Marina Report – Jim Pribble: Mr. Pribble reported that the abandoned travel trailer has been removed from the marina property. Mr. Pribble reported the impounded houseboat will be removed soon. Mr. Pribble stated that there may be another boat that will need to be impounded at some point as well. Mr. Pribble stated that marina staff is constantly having to pump water out of the boat to prevent it from sinking.

Manager Wilmouth reported that Trustee Ardrey and himself met with David Fox of Lake of Egypt Docks yesterday. Trustee Ardrey stated the meeting was to discuss the timeline for the dock company to continue work on the dock renovation project, and to review whether all the framework inventory has been completed and ready for the repairs to be made to the docks. Trustee Ardrey stated that Mr. Fox was asked to look at two specific lifts that have caused damage to the docks, and to also look at all the remaining lifts on h-dock to determine their status as well. Trustee Ardrey stated that the dock company will begin work on Monday installing the angle iron and repairing the cleats. Trustee Ardrey stated that the angle iron being installed will give stability to the concrete and prevent it from cracking. Trustee Ardrey stated that Mr. Fox believes this project will take about three weeks to complete. Trustee Ardrey stated that once the cleat repairs are completed, the dock company will begin the repairs of the center section, walkway, and fingers on h-dock. Trustee Ardrey stated that the next phase will be the float replacements on the balance of h-dock and c-dock.

Trustee Ardrey stated that the District has already implemented a boat lift policy to not allow any new lifts to be installed at the marina. Trustee Ardrey stated that Mr. Fox has made two recommendations in his professional opinion. Mr. Fox has recommended that the District move away from allowing any lifts due to the dock framework not being designed to manage the weight of the lifts and the oversized boats put on those lifts. Trustee Ardrey stated that in the same area of h-dock where damage repairs to the fingers and walkways are about to begin, there are two lifts that have caused severe damage to the docks. Trustee Ardrey stated one of the lifts has extreme weight from a boat, and the other has extreme weight from a deck that a customer built on top of the lift. Trustee Ardrey stated that Mr. Fox recommends that those two lifts on h-dock be removed. Trustee Ardrey stated there are other decks that have been constructed at the marina attached both to the docks and to other lifts as well that need attention due to the pressure those decks put on the walkway. Trustee Ardrey stated that this is an issue of non-standard construction being installed on standard construction that simply does not support them. Trustee Ardrey stated that the District will need to begin the process of having customers remove these damaging structures from the marina docks per the professional recommendation of David Fox. Trustee Ardrey stated that this is also a liability issue for the District. Attorney Ed Heller stated that the District's boat lift policy should be amended to not allow any boat lifts or attachments to the docks, and all existing structures and lifts should be removed by the customer before the beginning of next season.

Trustee Ardrey reported that the biggest liability and concern right now for the District involves electrical concerns on the docks. Trustee Ardrey stated that Mr. Fox walked the docks and pointed out extension cords not grounded, extension cords plugged into a secondary plug that lays in the water and plugs into a boat, multiple plugs in single outlets, and a variety of other issues related to electricity. Trustee Ardrey stated that Manager Wilmouth and himself did a cursory view of the electrical boxes and found one box with 200 amps of electricity drawing off a 30 amp or 50 amp electrical box. Trustee Ardrey stated they also found multiple boxes drawing at least 80 amps. Trustee Ardrey stated that some of these boxes have been reconfigured by customers to accommodate higher amp usage. Trustee Ardrey stated that the recommendation is to reach out to Al Electric and have them do an assessment of the District's main electrical panel to the docks. Trustee Ardrey stated that all of these electrical issues on the docks are a huge liability to the District that needs inspected and addressed immediately. Trustee Ardrey reported that at least four of the six "No Swimming, Electrical Shock Hazard" signs that were installed on the docks have been removed by someone and thrown away. Manager Wilmouth reported that more signs have been ordered to replace those. Mr. Heller stated that the new lease contracts next year need to be revised to state that anybody caught swimming in the water by the docks will be penalized in some way and the boat owner could be evicted. Trustee Legan stated that tampering with District property or modifying electrical panels should also be grounds for eviction according to the lease agreements. Manager Wilmouth stated that he will contact the electricians to have the electricity assessed on the docks at the marina.

Trustee Legan stated that the District needs to send out a letter to marina customers stating the upcoming changes to the rules that will be reflected in the new lease agreements. Trustee Mileur asked if the District would be allowed to shut off the power to any electrical box that the electricians assess as being overloaded. Trustee Mileur stated that these overloaded boxes are very dangerous and is putting people's lives at risk. Attorney Ed Heller stated that to really enforce this, the District is going to have to get the electrical issues in compliance again and secure the electrical boxes. Mr. Heller stated the customer will then have contractual provisions in place that if any electrical is tampered with, the customer will be responsible for paying the bill from the electrician hired by the District to fix the issues. Mr. Heller stated that Richard Blake will start working on the new contractual language before next month's board meeting.

Manager's Report: Manager Wilmouth reported that the Energy Transition Grant, which was used to install the new playground equipment next to the Glenn Seeber Memorial Campground, has been completed and is now closed. Manager Wilmouth reported the Greater Egypt Planning Commission emailed Trustee Legan and himself and are ready to proceed with submitting the planning grant application for revising the District's Master Plan. Manager Wilmouth stated that when the Personnel Committee met and discussed the employee raises this year that Angela probably should've got more of a raise due to the number of responsibilities she has at the marina, and she is doing an excellent job. Manager Wilmouth stated that he recommends an additional \$1.00 raise for Angela and make it retroactive to July 1st. Manager Wilmouth stated that since this item isn't on the agenda tonight, it will be on the September agenda for the Board's consideration.

New Business:

Legal Report: Nothing to report.

Kinkaid-Area Watershed Project: Engineer Gary Raines reported that construction will begin next Monday on the streambank stabilization in the Levan Bay area. Mr. Raines stated that this project will also include stabilization of a gully over by the marina in between the two campgrounds. Mr. Raines stated that bids for the USFS stabilization of Gum Ridge and Lone Oak Gullies project are due next week.

USFS – Margaret Anderson: Nothing to report.

Personnel Committee:

Manager Job Description: Vice President Byrd reported that the Personnel Committee met to discuss the new guidelines for the District Manager job description. Vice President Byrd stated that the Committee took some items from Rend Lake Conservancy District's Manager job duties and requirements and put them together with an older version of Kinkaid-Reed's Creek Conservancy District's job duties and requirements. Mr. Heller stated that Mr. Blake and himself reviewed these requirements and performing a criminal and financial background check is a right the District has, however the District must give notices to the candidates and give them an opportunity to rebut any issues found during these background checks. Mr. Heller stated that he will send the board members a memo that will outline the procedure that needs to be followed for these background checks.

Manager Wilmouth stated that he thinks the job description needs to include that an IEPA Class A Water Operators License is preferred. Trustee Ardrey stated that the current Manager job requirements lists the IEPA Class A Water Operators License as being required. Trustee Ardrey stated that the Personnel Committee is recommending that the Class A License is not required anymore for the Manager position, but the Committee does still want that item listed as preferred. Trustee Ardrey stated that the Personnel Committee also currently has a bachelor's degree as a requirement with a preferred

master's degree. Trustee Ardrey stated that it has been brought to his attention to list that requirement as associate's degree with a certain amount of years' experience as the requirement, with a bachelor's or master's degree preferred. Trustee Ardrey stated this item is open for discussion with the board. Trustee Ziegler stated that a candidate with ten years of experience in a field probably has the equivalent of a bachelor's degree. Trustee Ardrey stated that the current job requirements also list experience in Water Plant operations, Conservancy operations, or Government administration preferred. Trustee Ardrey stated other requirements are ten or more years of experience in management, and five or more years of experience in governmental or nonprofit organization(s), and/or public utilities. Trustee Ardrey stated that someone with fifteen or more years of experience in this industry probably does have the knowledge of someone with a bachelor's degree. Trustee Legan stated that the job requirements are written with a very specific set of skills, and he is not sure that a bachelor's degree should be required if the candidate meets the other requirements. Vice President Byrd stated that she would like to poll the board about this item.

Vice President Byrd took a straw poll of the board and asked if all board members were in favor of adding back in that an IEPA Class A Water License is preferred. All members present agreed to add that item back into the Manager job requirements.

Vice President Byrd took a straw poll of the board and asked if all board members were in favor of changing the education requirement to Associate's degree with so many years' experience required and Bachelor's or Master's degree preferred. All members present agreed to change the education requirement for the District Manager position.

Trustee Ardrey made a motion to approve the District Manager position description with the two changes that include an Associate's degree with experience required, with a Bachelor's and/or Master's degree preferred. Trustee Ardrey stated the second item of the motion is to add back in the IEPA Class A Water Operators License as a preference. Trustee Legan seconded the motion. All members present voted "Aye," and Vice President Byrd declared the motion carried.

FINANCE CHAIRMAN REPORT:

Finance Chairman Recommendation

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 Vice President Byrd declared the motion carried.

Approval of District Bills: Trustee Westphal made a motion to approve the District Bills and Trustee Legan seconded the motion.

Roll Call Vote:

David Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Lisa Byrd	Yes

Vice President Byrd declared the motion carried.

KINKAID AREA WATER SYSTEM

OLD BUSINESS:

Legal Report: Nothing to report.

Manager's Report: Manager Wilmouth reported that he is going to schedule a meeting this month with the Water System Committee to discuss plans for the new water treatment plant.

New Business:

Tap Requests: None

Sludge Removal Contract with Kampwerth Dependable Pumping LLC: Manager Wilmouth stated the Board has the annual sludge removal contract in their packet for approval. Trustee Ardrey made a motion to approve the sludge removal contract with Kampwerth Dependable Pumping LLC. Trustee Ziegler seconded the motion.

Roll Call Vote:

David Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Lisa Byrd	Yes

Vice President Byrd declared the motion carried.

Bulk Chemical Tank: Manager Wilmouth reported that the caustic chemical tank is leaking. Manager Wilmouth stated that this tank is not repairable, and the water system will get quotes on a new chemical tank to bring back to the board for approval. Trustee Ziegler made a motion to approve getting quotes to replace the leaking chemical tank. Trustee Ardrey seconded the motion.

Roll Call Vote:

David Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Lisa Byrd	Yes

Vice President Byrd declared the motion carried.

FINANCE CHAIRMAN REPORT:

Finance Chairman Recommendation

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. Trustee Mileur seconded the motion. All members present voted "Aye." Vice President Byrd declared the motion carried.

Approval of Water System Bills: Trustee Westphal made a motion to approve the Water system bills. Trustee Legan seconded the motion.

Roll Call Vote:

David Ardrey	Yes
Nate Westphal	Yes
Jay Ziegler	Yes
Greg Legan	Yes
Tony Mileur	Yes
Lisa Byrd	Yes

Vice President Byrd declared the motion carried.

OTHER MATTERS TO DISCUSS: Nothing to discuss.

ADJOURNMENT:

Vice President Byrd asked for a motion to adjourn until next month's regular Board meeting scheduled for September 10, 2025. Trustee Mileur made a motion to adjourn the meeting and Trustee Ardrey seconded the motion. All members present voted "Aye." Vice President Byrd declared the motion carried.



SECRETARY- ANTHONY MILEUR



PRESIDENT - MICHAEL BARONE

Lisa Byrd