

Jo-Carroll Depot LRA Board of Directors  
18901 B Street  
Savanna Depot Business, Industry & Technology Park  
Savanna, IL 61074

**3:00 p.m., Wednesday, January 11th,  
2023**

**Zoom Meeting**  
**<https://us02web.zoom.us/j/5791926975>**  
**Meeting ID: 579 192 6975**

**1. Call to Order** – Chairman Kevin Reibel called the January 11<sup>th</sup>, 2023 Board of Directors meeting to order at 3:00 pm.

**2. Roll Call** – was answered as follows: Present – Kevin Reibel, Don Crawford, Steve Keeffer, Paul Hartmann, Bill McFadden, Bill Wright, Ron Smith.

Absent: Bill Robinson (long-term health).

Staff present: Mara Roche, Rob Davies

Others present: Amiee Martelle, Ed Britton (USFWS), Linda Balcom (Balcom Environmental), Bill Sindlinger (Midwest 3PL attorney), David Schmit (NWILED), Diane Gallagher (Jo Daviess Co. Board Member), Susan Jacobs (Carroll Co. Board Member).

Attorney Phil Jensen was present.

**3. Pledge of Allegiance** was recited

**4. Agenda Additions** – None.

**5. Approval of Meeting Minutes** – Draft meeting minutes of the meeting held on December 7th were presented for review. **Bill McFadden made a motion to approve the minutes. Kevin Reibel seconded. Motion passed unanimously by roll-call vote.**

**6. Old Business**

## 7. Grant Update – Parcel 20 Reuse

Ms. Roche noted that staff and the consultants are in the final stage of the final Reuse Plan for Parcel 20.

The final Reuse Plan will allow the Army to begin their NEPA analysis.

HUD has contacted the LRA in connection with a survey for their review. The parcel will not be surveyed until the Army gets into the FoST process, so a map showing boundaries was prepared and should be sufficient in the interim.

Ms Roche noted that the UMRIPD had issued a Notice of Interest in the Parcel in 2018. However, the UMRIPD provided a letter to the LRA on December 20<sup>th</sup>, stating withdrawal the NOI for Public Benefit Conveyance.

The withdrawal will be included in the LRA's submittal. The Army would then have to complete the NEPA process, which could take a year or more.

Ms. Roche added that the LRA had received a new grant from OLDCC which includes staff salaries, some GIS work and environmental services.

Transition Update: - Mr. Keeffer noted that a Transition Planning meeting was held in late December, with another meeting scheduled for late January. The meeting centred around the Port's Master Planning, as well as the LRA's Reuse Plan for Parcel 20. The goal remains to create a successful transition.

## 8. New Business

A. Bills over \$2,500: - None.

### Staff Reports

#### 1. Executive Director:

Report/issues updates – Ms. Roche noted that the draft 2023 Budget would have to be approved, as it was not approved at the last meeting due to illness.

Ms. Roche noted that the budget had been sent out to board members for their approval.

The approved budget for 2022 showed revenues of \$4,427,670, of which \$4,300,000 was grant income.

Expenses were \$4,621 270.38 for a loss of \$193,650.

Ms. Roche noted that expenses were generally overbudgeted for safety's sake.

Ms. Roche asked the board if they had any questions or changes for the draft budget.

**Bill Wright made a motion to approve the 2023 draft budget. Paul Hartmann seconded. The motion passed unanimously by roll-call vote.**

Ms. Roche provided a comparison of the budget and actual 2022 revenues and expenses.

For the Fiscal Year the 2022 budget set revenue at \$830, 050.00, with actual revenues at \$598,066.17.

Expenses were budgeted at \$1,051 200.00, with actual expenses at \$747 234.93.

The shortfall came to \$149, 168.76.

Ms. Roche noted that there was insurance increase and also a consultant expense that wasn't reimbursable. \$16,000 from the Army is still outstanding for reimbursement.

At the end of the Fiscal Year at November 30<sup>th</sup>, the LRA cash balance was at \$103, 357.32.

**Parcel 20 NOI:** Covered NOI under grant update.

**CPF Funding:** Ms. Roche noted that the LRA had been in conversation with the office of Rep. Cheri Bustos regarding Community Project Funding for a renewable energy project at the depot to solve the natural gas issue at the depot. It was announced at the end of December that the LRA had been successful in securing \$4-million in funding for the project.

A. Correspondence – None

B. Property transfers – None. The Army is still working on Parcel 8 and Parcel 12. Parcel 8 will transfer to Midwest 3PL, Parcel 12 will transfer to Riverport Railroad.

C. Employment report – 65, not including Federal employees or contractors.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None

G. Deputy Director – Mr. Davies noted that he was excited about the CPF grant and the renewable energy project.

## Bookkeeping

Bank Account Balances – As of December 30<sup>th</sup> account balances are \$393,944.32

Two CDs will be due soon. A CD at Triumph in Savanna to the value of \$43, 997.55 became due on 11/1, with another at Dupaco coming due on 1/17/2023 to the value of \$135, 049.96.

Ms. Roche said she would like to reinvest the CD currently at Dupaco with the institution that offers the highest interest rate.

Ms. Roche added that she would like the Triumph CD to the value of \$43, 997.55 to be reinvested in a Money Market account.

**Paul Hartmann made a motion to allow Ms. Roche to invest the Triumph CD into a Money Market account. Ron Smith seconded the motion. The motion passed unanimously by voice vote.**

- a. Cash flow – Cash flow for the month of December: Income: \$63, 381.44  
Expenses: \$78, 450.63  
**Loss of \$15, 069.19.**

A Pay Request has been submitted to OEA for ~ \$10, 000.

- b. Budget update YTD: Same as the Cash Flow at this time.

- c. Water/Sewer Income and Expenses:

End-of-Year Expenses: \$ 50, 722.98

End of Year Income: \$4, 255.75.

**Loss of \$46, 467.23 for the Year.**

December Income: \$0.  
December Expenses: \$3, 890.54.

D. Outstanding Invoices – There are some outstanding invoices for FY 2022, to the value of around \$2, 000.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that the FTZ will have a meeting in February.
2. Enterprise Zone – Mr. Hartmann indicated that the EZ had not had a meeting in a few months.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen noted that the LRA is still awaiting the deed from the Army.

G. Other New Business – Mr. Smith asked if the Hanover Fire Protection building would be transferred to them. Ms. Roche said it would be dependent on whether or not PFOS/PFAS were detected at the site.

**Reports to the Board**

A. Site Manager / BRAC Environmental Coordinator – A base cleanup team meeting would be held soon.

B. Tenants – Ms. Martelle noted that Mr. Koster was now in a rehabilitation facility.

C. UMRI Port District – Mr. Davies noted that the UMRIPD was in the process of Master Planning and that it was going well.

D. USFWS – Mr. Britton thanked Riverport Railroad for its brush-clearing efforts.

E. Water/Sewer Operator Update – Three buildings froze up due to the

power outage due to the cold weather just after Christmas.

F. NWILED – NWILED executive director David Schmit provided an update of NWILED activities.

G. Guests – Ms Balcom noted that she had mistakenly stated that Rescar was no longer a tenant at the public meeting in November.

Diane Gallagher noted that the renewable energy project was an exciting development.

9. Public Comments – Ms. Roche responded to a question from Mr. Keeffer regarding an update on Mr. Robinson, saying that she had been informed that Mr. Robinson was still in a rehabilitation facility. Mr. Hartmann noted that he had spoken to Mr. Robinson, who had stated that he wished to continue serving on the boards he is on. Mr. Hartmann noted that Mr. Joe Payette, the new Carroll County board chair would contact Mr. Robinson in this regard.

**10. Adjournment – Paul Hartmann made a motion to adjourn the meeting. Don Crawford seconded.**

**The motion passed by voice vote.** The meeting adjourned at 3:43 p.m.