

Jo-Carroll Depot LRA Board of  
Directors 18901 B Street  
Savanna Depot Business, Industry &  
Technology Park Savanna, IL 61074  
**3:00 p.m., Wednesday,  
February 2nd, 2022**

**Zoom Meeting**  
**[https://us02web.zoom.us/j/5791](https://us02web.zoom.us/j/5791926975)**  
**926975 Meeting ID: 579 192 6975**

**1. Call to Order** – Chairman Steve Keeffer called the February 2nd, 2022 Board of Directors meeting to order at 3:02 pm.

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

Absent: Bill Robinson

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle (Riverport Railroad), Emily Legel (NWILED), Barry Steinberg (Kutak-Rock), Laura Roach (Depot Electric), Linda Balcom (Balcom Environmental).

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 January 14th were presented for review. **Paul Hartman made a motion to approve the minutes. Bill McFadden seconded. Motion passed unanimously by roll-call vote.**

**6. Old Business**

7. Grant Update – Mrs. Roche said work has been continuing on the GIS mapping. Tim Schoenig and Mrs. Roche would meet the following morning to update some more of the water and sewer infrastructure.

Mrs. Linda Balcom provided an additional update, saying that WSP was providing opportunities and constraints analysis for the reuse of Parcel 20, as well as a market analysis with Mr. Scott Sigman, another consultant.

Documents dealing with land-use controls, environmental and other issues are being prepared.

Mrs. Balcom said some deliverables would be forthcoming in the next few months.

The NOI was also sent to HUD.

Transition Planning – Mrs. Roche reported that it had been some time since the last transition planning meeting, but asked Capt. Steier if he had anything to discuss from the UMRIPD.

Capt. Steier reported that the UMRIPD had sent a letter to the LRA dissuading the LRA from allowing any property acquisition by outside entities until the UMRIPD had finalized their Master Plan for which they had been allocated funding from the Department of Transportation.

He asked that property be transferred to the UMRIPD instead of the prospective tenant or owner so that the UMRIPD would have control of the property.

Capt. Steier asked Mrs. Roche how long she thought the Master Planning would take. Mrs. Roche said that the Master Planning would take around 18 months.

Capt. Steier indicated that the Master Planning would show whether or not a port would be feasible.

## **8. New Business**

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

## Staff Reports

### 1. Executive Director

Report/issues updates – Mrs. Roche said that the renewal for the building and liability insurance would be coming up and that she had been working on

the paperwork to get this finalized. This would be discussed at the next boardmeeting.

Mowing for 2022 – Mrs. Roche noted that the mowing for 2022 needed to be finalized as it would soon be time to start this process.

Mrs. Roche asked Mr. Jensen if the bid should be put out again, if the board was happy with the performance of the current contractor. Mr. Jensen said that if there was an existing relationship, the bid would not have to be put out again, but that the onus would be on the board to evaluate the prior service and cost to make a decision.

Mr. Keeffer asked who the present contractor was, Mrs. Roche said that for 2021 the service was performed by Johnson mowing at a cost of \$8,884, with the previous years' spending considerably above that.

Mrs. Roche said she would finalize the pricing and report back at the next board meeting.

**Mr. Hartman made a motion to proceed with the present mowing contractor, depending on pricing. Mr. Crawford seconded. The motion passed unanimously by roll-call vote.**

A. Correspondence – None

B. Property transfers – Mrs. Roche said that she had had a meeting with Fehr-Graham and the Army Corps of Engineers to try and resolve the mapping issues with the roadways.

The consensus was to overlay some of the previous transfers to make it easier for the county understand the various transfers, as the Army has had some questions about the transfer themselves.

Once the mapping is up to scratch, Mrs. Roche has been asked to create a white sheet of the transfers, which will be distributed to the various parties.

- C. Employment report – Stable at 60.
- D. Water & Sewer – None.
- E. Internship – None.
- F. Additional Update – None
- G. Deputy Director – Mr. Davies said that he had attended the UMRIPD

meeting the night before and that it was a positive meeting.

Mr. Davies added that he would visit the Paducah-McCracken Port in Paducah, KY later in the month to start the process of building out a potential Marine Highway project connecting the Savanna property to another port of all the Master Planning efforts are aligned.

#### Bookkeeping –

- a. A CD will become due in April for around \$93,000.
- b. Bank Account Balances – As of 01/31/22 the bank account balance is \$495,108.34.
- c. Cash flow – Cash flow for the month of January: Income \$730.68 Expenses: \$47,249.11. **Deficit of -\$46,518.43.**
- d. Budget update for February: Income \$72,477.33 Expenses \$132,729.78. Deficit for Fiscal Year **-\$61,252.45**

As always reimbursable report will be made to OEA and will be reimbursed under grant expenses.

- e. Water/Sewer Income and Expenses for February:  
Income \$0. Expenses \$3,223.75.  
Expenses for the Fiscal Year \$6,101.65

Annual expenses were around \$35,000 for the last year.

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported no changes since the last time IITC renewal agreement.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen said he had nothing to add, saying that the LRA was in a holding pattern with regard to any roadway encroachments. Mr. Jensen said that the hope was that a conversation would soon be held regarding transitioning the roadways.

### **Reports to the Board**

- A. Site Manager / BRAC Environmental Coordinator – Mrs. Roche reported back to Mr. Smith that it would be possible to transfer the Hanover Fire Protection building, but PFAS RI is completed. This may take a significant amount of time, perhaps as long as two-plus years.

Following comments from Mr. Steinberg on ways the transfer may be hastened, such as via a public benefit conveyance, Mr. Smith said

that he would check in with his contact and follow-up at the next meeting.

Mr. Keeffer suggested that more information would be necessary to make a decision.

- B. Tenants – Ms. Martelle noted that a new tenant

would be utilizing the 700 building. She also reported that used ties would be taken off the property and that the BNSF had had a quiet few months with decreased activity.

C. UMRI Port District – Capt. Stier added that the UMRIPD were awarded another grant by the Governor. All the ports in Illinois received a share of \$110-million, with the UMRIPD being awarded \$7.5-million for infrastructure spending.

D. USFWS – None.

E. Water/Sewer Operator Update – None.

F. NWILED – Ms. Legel shared an update including workforce housing, manufacturing day and the passenger rail feasibility study, Genz memorial fund and DCEO meetings in the region.

G. Guests – None.

9. Public Comments – None.

**10. Adjournment – Mr. Hartman made a motion to adjourn the meeting. Mr. Smith seconded. Roll-call vote was held and the motion passed unanimously.**

**The meeting adjourned at 3:43 p.m.**