

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 8th,
2023**

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

1. Call to Order – Chairman Steve Keeffer called the February 8th, 2023 Board of Directors meeting to order at 3:01 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, Linda Balcom (Balcom Environmental), Bill Sindlinger (Midwest 3PL attorney), David Schmit (NWILED), 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 January 11th were presented for review. **Bill McFadden made a motion to approve the minutes. Kevin Reibel seconded. Motion passed unanimously by voice vote.**

6. Old Business

7. Grant Update – Parcel 20 Reuse

Ms. Roche noted that some documentation was outstanding from HUD and WSP that would be submitted to the Army to begin the NEPA process.

Ms. Balcom noted that the Updated Reuse Plan would be available in March for board review.

Ms. Balcom will also review the Updated Reuse Plan with the Army in mid-February. The Army will hopefully appoint a contractor to perform the NEPA analysis.

Transition Update: - Mr. Keeffer noted that a Transition Planning meeting was held in late January. At the meeting a Sustainability Overlay was discussed, as well as an cooperation agreement/memorandum of understanding between the LRA and UMRIPD for work to be completed as part of reuse/planning.

The goal remains to create a successful transition.

Ms. Balcom explained what the memorandum of understanding/Sustainability Overlay entailed, noting that the eventual goal is to capture and support businesses that value sustainability.

Mr. Keeffer asked how the sustainability overlay would interact with current zoning regulations from county level. Ms. Balcom noted that the overlay would not impact zoning, likening it more to a mission or vision statement related to its redevelopment and economic development goals.

Mr. Keeffer asked whether Port could introduce zoning. Ms. Balcom noted that the Port could adopt the Sustainability Overlay as an ordinance but didn't believe it was the Port's intention to do so.

Mr. Davies reiterated that sustainability in redevelopment was the key to successful economic development.

Bill Wright made a motion for the LRA board to adopt the Sustainability Overlay for the redevelopment of the property. Paul Hartmann seconded the motion. The motion passed unanimously by roll-call vote.

Ms. Balcom thanked the board and noted that a draft MOU with the Port would hopefully be presented to the board in March.

8. New Business

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

Staff Reports

1. Executive Director:

Report/issues updates – Ms. Roche noted that there have been significant updates to the GIS platform, making it much more user-friendly. A new contract needs to be entered into with MSA for the 2023 GIS work they will perform. The contract is a formality.

Bill Wright made a motion to approve an annual contract with MSA for GIS work. The motion was seconded Paul Hartmann. The motion passed unanimously by voice vote.

Ms. Roche noted that the Army was still working on the transfer of Parcel 8.

A. Correspondence – None

B. Property transfers – None. The Army is still working on Parcel 8.

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

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None

G. City Director – Mr. Davies that there was a new funding program available called the Megasites program that showed some good synergy with development at the site.

Bookkeeping

Bank Account Balances – As of January 31st account balances are \$331,656.17

The last CD that came due was reinvested at 4.4%. The next CD due is in April at State Bank of Pearl City and the best rates for reinvestment will be sought.

- a. Cash flow – Cash flow for the month of January: Income: \$2,301.87
Expenses: \$69,711.02
Deficit of **-\$67,409.15**

- b. Total income/expenses YTD:
In: \$65,683.31
Out: \$148,161.65
Deficit of **-\$82,478.34**

A reimbursement from OEA to the value \$60,000 of will post soon.

A reimbursement of \$60,000 from the Army is also expected soon.

- c. Water/Sewer Income and Expenses:

January Expenses: \$7,965.21 - \$4,000 of this attributed to two water main repairs.
January Income: \$1,824.18.

Fiscal Year Water and Sewer:
Expenses: \$11,774.52
Income: \$1,824.18
Deficit - **\$9,950.34**

D. Outstanding Invoices – There are some outstanding invoices for water and sewer.

E. Board of Directors Reports

1. reign Trade Zone #271 – Mr. Davies reported that the FTZ will have a meeting on February 15th.
2. terprise Zone – None.
3. her directors' reports – None.

F. Attorney's Report – Mr. Jensen noted that in October, he had responded to the Army's FOST and deed for the roadways. Mr. Jensen on February 8th received the draft deed and final FOST for the roadways. Mr. Jensen asked that Mr. Keeffer and Ms. Roche be authorized to sign the roadway deed that was received. Once the Army process is completed, the LRA will have both title and jurisdiction of the roadways.

Mr. McFadden made the motion to authorize Mr. Keeffer and Ms. Roche to sign the deed. Ron Smith seconded.

Mr. Hartman asked if the board should look at the deed before voting on signing it. Mr. Jensen indicated that there was some urgency to get the deed signed.

Mr. Hartman asked how the scale encroachment was handled.

Mr. Jensen answered that the matter addressed, in an enclosure to the FOST, but not the FOST itself.

Mr. Jensen added that there would be no more amendments to the FOST.

The result is that the LRA will have title to the property.

Ms. Roche noted that the UMRIPD should be part of the discussion around the roads going forward, as the UMRIPD is a municipal corporation.

Mr. Reibel made a motion to table the previous motion.

Following further discussion, **Mr. Reibel withdrew his motion.**

Ms. Roche noted that the Army typically requests a resolution or other proof of board action to accept property.

Mr. Jensen suggested tabling or retracting the motion, giving everyone the chance to review the documents in question, preparing a resolution for the next board meeting as a formal agenda item.

G. Other New Business – None.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – No formal updates but monitoring wells have been put in for PFOS contamination monitoring.

B. Tenants – Ms. Martelle noted that activity was slow. Jack Koster was still in the rehabilitation center.

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

D. USFWS – None.

E. Water/Sewer Operator Update – Mr. Schoenig wanted to know if he could cap a troublesome water service line leading to an H Area warehouse building that was being used for storage.

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

G. Guests – None.

9. Public Comments – None.

10. Adjournment – Paul Hartmann made a motion to adjourn the meeting. Ron Smith seconded.

The motion passed by voice vote. The meeting adjourned at 3:53 p.m.

