

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074
3:00 p.m., Wednesday, April 6th, 2022

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

1. **Call to Order** – Chairman Steve Keeffer called the April 6th, 2022 Board of Directors meeting to order at 3:00 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), Ed Britten (USFWS), Linda Balcom (Balcom Environmental), Tia Pearl (Tenant), Laura Roach (Depot Electric).

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 March 2nd were presented for review. **Paul Hartman made a motion to approve the minutes. Bill McFadden seconded. Motion passed unanimously by voice vote.**
6. **Old Business**
7. **Grant Update** – Mrs. Rpche reported that Mrs. Balcom would provide an update. Mrs. Balcom said that a lot of progress has been made. A draft community engagement plan had been received and submitted, as well as a draft market analysis and a draft environmental analysis. Staff will review

and present to the board once finalized.

The board will review and approve the market analysis, including markets for port development and expansion of existing tenants. The board will also review the environmental and community engagement strategy.

Mrs. Roche also mentioned that the UMRIPD has an RFQ open for submission for its master planning. Mrs. Balcom indicated that the consulting team working on the LRA's re-use planning would also be pursuing the ports RFQ.

Transition Planning – No update.

8. New Business

- A. Bills over \$2,500:** Mrs. Roche reported that the LRA's public officials liability insurance became due to the value of \$3, 648 through Broadmoor Insurance. Property insurance for LRA property was also due through Bauer Agency to the value of \$19, 325.

Don Crawford made a motion to pay the insurance bills. Paul Hartman seconded. The motion passed unanimously by roll-call vote.

Staff Reports

1. Executive Director

Report/issues updates – Mrs. Roche reported that she was in the process of the completing the workman's compensation audit, as well as confirming a date for the LRA's full audit. The date will be conveyed to the board when confirmed.

Mrs. Roche also added that the resolution list listing every LRA resolution on the LRA website would fall under Resolution 39.

Mr. Hartman made a motion to approve Resolution 39. Mr. Wright seconded. The motion passed unanimously by roll-call vote.

A. Correspondence – None

B. Property transfers – Mrs. Roche reported that the LRA received a revised revised plat from MSA to help understand how roads were transferred in the past. The LRA had to spend \$2500 extra for this information as the Army did not understand their previous roadway transfer system. The Army is also seeking to

transfer Parcel 8 and Parcel 12 before September of 2022.

C. Employment report – Stable at 60-odd.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None

G. Deputy Director – None.

H. Bookkeeping –

- a. A CD will become due on April 14th for around \$93,000 with State Bank of Pearl City.

- b. Bank Account Balances – As of 03/31/22 the bank account balance is \$502,414.01.

- c. Cash flow – Cash flow for the month of March: Income \$70,345.20.
Expenses: \$43,974.61. **Gain of \$26,372.40.**

- d. Budget update for March: Income \$201,966.18
Expenses \$256,226.82
Deficit of \$54,260.64

- e. Water/Sewer Income and Expenses for March: Operating expenses for March: \$1,993.55

Income for March: \$1,314.30

Income year to date: \$1,314.30

Expenses year to date: \$14,779.72

Deficit of \$13,465.42

D. Outstanding Invoices – None.

D. Board of Directors Reports

1. Foreign Trade Zone #271 – None.
2. Enterprise Zone – Mr. Hartman reported that Mrs. Roach was the new chairperson of the Enterprize Zone.
3. Other directors' reports – None.

E. Attorney's Report – None.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – Annual water sampling would occur at Site 90, Mrs. Roche reported.

B. Tenants – Ms. Martelle noted that Riverport Railroad was updating their insurance and had difficulty getting insurance for some of the buildings. Mrs. Roche responded that the Army would modify the lease and furtherance to facilitate the process.

Mrs. Martelle added that RPR was receiving enquiries for transloading of breakbulk cargo and liquids. Mrs. Martelle also said the owners of RPR would be in town in May.

C. UMRI Port District – None.

D. USFWS – Mr. Britten reported that over a thousand acres were burned for USFWS management. Mr. Britten also reported that USFWS would host heavy-vehicle equipment training at the their location at the depot.

E. Water/Sewer Operator Update – None

F. NWILED – Mrs. Martelle reported that NWILED was hosting its manufacturing day with a large number of students signed up.

G. Guests – Mrs. Roach wanted to know how the public outreach process would unfold as far as Re-Use Planning was concerned. Mrs. Balcom provided an explanation.

9. Public Comments – None.

10. Adjournment – Mr. Hartman made a motion to adjourn the meeting. Mr. Reibel seconded.

The motion passed by voice vote. The meeting adjourned at 3:33 p.m.