

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 7th, 2021
Zoom Meeting
<https://us02web.zoom.us/j/5791926975>
Meeting ID: 579 192 6975

I. Call to Order – Chairman Steve Keeffer called the April 7th, 2021 Board of Directors meeting to order at 3:01 pm.

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

Absent: Bill Wright. Mr. Wright entered the meeting room at 15:03.

Staff present: Mara Roche, Rob Davies.

Others present: Scott Lombardo, Amiee Martelle, Bill Sindlinger (Midwest 3PL legal counsel), Emily Legel (NWILED), Kevin Stier (UMRIPD), Brandon Behlke (Galena Gazette), Diane Gallagher (NWILED), Kevin Vandendooren (Carroll County), 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 March 3rd were presented for review. **Paul Hartman made a motion to approve the minutes. Bill Wright seconded. Motion passed by roll-call vote.**

6. Old Business

A. Grant Update – Mrs. Roche reported that the LRA was reviewing and revisiting its current OEA grant application and including scope of work for a GIS asset management program for site utilities.

B. Transition Planning Update – Mr. Keeffer reported that the transition planning process was moving on well and that all parties were working together. Mrs. Roche noted that the LRA intern would be working on a joint mission statement for the LRA and UMRIPD, while also researching permitting and investigating opportunities. The intern would also assist with researching potential solutions to the site liabilities.

C. Mowing 2021 – Mrs. Roche noted that two bids had been received for mowing during 2021: one from R&R Lawn Care and one from Johnson’s Lawn Care. R&R’s bid came in at \$19.50, while Johnson’s bid was \$20.50. The total cost for mowing in 2020 came to \$14, 439.

The board discussed the merits of both contractors.

Mr. Wright made a motion to secure the services of Johnson’s Lawn Care for the 2021 mowing season. Mr. Reibel seconded. Motion passed by roll-callvote.

7. New Business

A. Bills over \$2,500: Mrs. Roche noted that there were three bills over \$2,500.

The first was for property insurance to the value of \$16,816. The same bill in 2020 amounted to \$14,504.

The second bill was for professional liability with Broadmoor Insurance and amounted to \$3,507. The same item amounted to \$3,273 in 2020.

The third bill over \$2,500 was to Fehr Graham for the survey of the Bison Aerospace property to the amount of \$2,800. This will be reimbursed when the property transfers.

Mr. Hartman made a motion to settle the two insurance bills. The motion was seconded by Mr. McFadden. Motion passed by roll-callvote.

Mr. Hartman made the motion to settle the Fehr Graham bill. The motion was seconded by Mr. Robinson. The motion passed by roll-call vote.

Staff Reports

1. Executive Director

a. Report/issues updates – Mrs. Roche reported that the LRA had spoken to Kate Jennings and Leighton at Congresswoman Sheri Bustos’ office regarding the Community Funding Project program for earmarks. Both the LRA and the Port Authority could qualify for the program.

b. Correspondence – None.

c. Property transfers – None.

d. Employment report – None.

e. Water & Sewer – The LRA will not file a claim on the roof collapse at the chlorine contact building due to the cost of the deductible, \$5,000. Tim will replace the building in house for much less than that.

f. Internship – See Transition Planning Update above

g. Additional Update – None

1. Deputy Director – None.

2. Bookkeeping –

a. Bank Account Balances – As of February 28th, balances are: \$671,033.27

b. CD Transfers – A CD will renew April 14th.

c. Cash flow – Income for the month of March was: \$2,399.82.

Expenses for the month of March were: \$26,389.04.

Negative net-income for March \$23,989.

d. Budget Update – Income for YTD is \$139,609 and expenses are \$95,695 for a positive net income YTD of \$43,914.

e. Water/Sewer Income vs. Expenses –

\$5,297.62 expenses for the month of March.

Income for the month of March was \$1,474.30.

Deficit = (\$3,823.32).

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – No meeting was held

2. Enterprise Zone –
Meeting was held
today with nothing to
report.

3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen reported that he was attempting to get clarity on a meeting with ILDoT. The meeting was scheduled for April 15th, but that would be the same date as the Carroll County Board meeting, which would make it difficult for officials from Carroll County to attend. The attendees will work on a new schedule.

Mrs. Roche added that the LRA was still awaiting a letter from the Army. Kevin Vandendooren, Carroll County Highway Engineer, stated they were told the Army would be providing a response to the Congressional Inquiry and have not received anything either.

G. Other new business – None.

8. Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – None.

B. Tenants – None.

C. UMRI Port District – Capt. Stier noted that the Transition Planning process was ongoing and that all parties were working together well. The team is currently reviewing liabilities.

D. USFWS – None.

E. Water/Sewer Operator Update – None.

F. NWILED – Ms. Legel provided updates on the work being undertaken by NWILED.

G. Guests – None.

9. Public Comments – None.

10. Executive Session as permitted for the following under: ILCS 120/2 Open Meetings Act, section C.

- (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- (6) The setting of a price for sale or lease of property owned by the public body.

Mr. Wright made a motion to enter executive session, with Mr. Hartman seconding the motion which passed unanimously by roll-call vote. The board

entered executive session at 3:41 pm.

Mr. Hartman made the motion to return to open session, with Mr. Robinson seconding. The motion passed by roll-call vote at 4:14 pm.

11. Motions from Executive Session, if any –

1.) Mr. Wright made a motion to enter into a confidentiality agreement with Odyssey group, pending the LRA attorney's review and recommendation. The motion was seconded by Mr. Hartman. The motion passed unanimously by roll-call vote.

2.) Mr. Wright made a motion to grant the executive director a 3% salary increase, along with a \$15% bonus. Mr. Robinson seconded the motion. The motion passed unanimously by roll-call vote.

12. Adjournment – 4:18 pm Mr. Robinson made a motion, seconded by Mr. Crawford, to adjourn the April 7th, 2021 Board of Directors meeting. Motion passed unanimously by roll-call vote.