

Jo-Carroll Depot LRA Board of Directors  
18901 B Street  
Savanna Depot Business, Industry & Technology Park  
Savanna, IL 61074  
**3:00 p.m., Wednesday, May 4th, 2022**

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

**1. Call to Order** – Chairman Steve Keeffer called the May 4th, 2022 Board of Directors meeting to order at 3:00 pm.

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

Absent: Bill Robinson, Ron Smith

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle (Riverport Railroad), Linda Balcom (Balcom Environmental), Bill Sindlinger (Midwest 3PL), Brandon Behlke (Galena Gazette), Kevin Stier (UMRIPD).

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 April 6<sup>th</sup> were presented for review. **Bill McFadden made a motion to approve the minutes. Paul Hartman seconded. Motion passed unanimously by voice vote.**

**6. Old Business**

**7. Grant Update** – Mrs. Roche reported that drafts of the Land Use Control and Environmental Analysis for Parcel 20 were made available by Mrs. Balcom. The documents will be included with the transfer submittal to the Army. Mrs. Balcom added that two further deliverables were forthcoming shortly – the Market Analysis and Land and Waterside Infrastructure

Analysis.

Once those are completed, two further deliverables will be left outstanding – Community Outreach as well as Re-Use Planning Process. Additional funding will be requested from OEA for GIS costs.

Transition Planning – A meeting was held on April 28th. The meeting provided the UMRIPD updates on the Re-Use Planning process and grants. Further meetings will be held as the Re-Use Planning progresses.

## **8. New Business**

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

## **Staff Reports**

### **1. Executive Director**

Report/issues updates – Mrs. Roche reported that USACE Real Estate Office would be visiting the LRA to perform a property audit. Mrs. Roche added that in preparation for the audit it became apparent that an addendum for Riverport Railroad’s lease would be required as much of the RVPRR property hadn’t been transferred yet.

Mr. Jensen said that he had prepared an document that would run the fourth extension until 3-31-2025.

**A.** Correspondence – None

**B.** Property transfers – Mrs. Roche reported that the LRA had received the updated survey from Fehr-Graham on the roads and easements, which includes all previous transfers. Mrs. Roche added that the LRA would like to get feedback from Mr. Vandendooren at Carroll County on the survey.

Mrs. Roche added that a new survey would be performed for Parcel 12.

Transfers would be completed for Parcel 8, 12 and the roads during this fiscal year.

**C.** Employment report – Stable at 68 for April.

**D.** Water & Sewer – None.

**E.** Internship – None.

**F.** Additional Update – None

G. Deputy Director – Mr. Davies reported that Rep. Cheri Bustos’s office contacted the LRA to request a project to fund through the state and Department of Energy. Mr. Davies added that the LRA had submitted its request for funding for a renewable energy project at the depot.

H. Bookkeeping –

- a. A CD became due on April 14<sup>th</sup> for \$93,000 with State Bank of Pearl City. The CD was renewed at a rate of 0.70%, \$25,000 was divested from the CD to ensure cash flow for the project prior to OEA reimbursement.
  
- b. Bank Account Balances – As of 04/30/22 the bank account balance is \$492,307.55.

- c. Cash flow – Cash flow for the month of April: Income \$83,960.16.  
Expenses: \$94,105.08.  
**Loss of \$10,144.92.**
  
- d. Budget update for April: Income \$285,926.34  
Expenses \$350,331.90  
**Deficit of \$64,405.56**
  
- e. Water/Sewer Income and Expenses for April: Operating expenses for April: \$4,543.00  
  
Income for April: \$0.  
  
Income year to date: \$1,314.30  
  
Expenses year to date: \$19,322.72  
  
**Deficit of \$18,008.42**

D. Outstanding Invoices – None.

D. Board of Directors Reports

1. Foreign Trade Zone #271 – None.
2. Enterprise Zone – None.
3. Other directors' reports – None.

E. Attorney's Report – None. Mr. Jensen added that he had not received any feedback from Carroll County regarding the roadways.

### **Reports to the Board**

A. Site Manager / BRAC Environmental Coordinator – None.

B. Tenants – Ms. Martelle noted the owners would be in town from the week following the board meeting and that tie work was ongoing.

- C. UMRI Port District – Capt. Stier said that the Port was starting its Master Planning and had selected a service provider at its last meeting. Capt. Stier asked if the LRA would consider leasing a property to the UMRIPD for storage of equipment. Capt. Stier that the transition meeting was helpful and thanked the LRA for hosting the meeting.
- D. USFWS – None.
- E. Water/Sewer Operator Update – Mrs. Roach reported that Mr. Scoenig felt the electrical pole at the Sewer Plant would need to be replaced. The cost would be confirmed next month. One of the Army contractors found PFOS/PFOA in a sample well sample and were not allowed to dump the sample into water treatment system.
- F. NWILED – Ms. Martelle reported that NWILED was still working on Ms. Legel’s replacement. Ms. Martelle added that the Manufacturing Day was a success.
- G. Guests – Mrs. Martelle said that Riverport Railroad would be awarding three scholarship to students from local High Schools.

Mr. Hartman asked whether a lease agreement would be prepared for the UMRIPD for storage. Mr. Jensen said he would draw up a draft agreement.

9. Public Comments – None.

**10. Adjournment – Mr. Hartman made a motion to adjourn the meeting. Mr. Wright seconded. The motion passed by voice vote.** The meeting adjourned at 3:29 p.m.