

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074
3:00 p.m., Wednesday, June 1st, 2022

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

- 1. Call to Order** – Chairman Steve Keeffer called the June 1st, 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.

Absent: Bill Robinson, Ron Smith, Bill Wright

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle (Riverport Railroad), David Schmit (NWILED), Ed Britton (USFWS), 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 May 4th 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. Roche reported that changes to Land Use Control and Environmental Analysis for Parcel 20 were made and that the reports will be uploaded to the OEA website. Mrs. Roche also reported that staff and a consultant were making calls to stakeholders involved in the re-use planning process, including MARAD, the USACE, USFWS and others.

Mrs. Roche said that the LRA had been reimbursed by OLDCC for expenses related to re-use planning to the value of \$44, 000 and that another request for reimbursement was upcoming.

Transition Planning – A transition meeting will be held in August.

8. New Business

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

Staff Reports

1. Executive Director

Report/issues updates – Mrs. Roche reported that the USACE Real Estate Office would be visiting the LRA to perform a property audit June 6th thru June 7th on leases and sub-tenant leases.

Mrs. Roche added that she would discuss issues pertaining to fire and liability insurance on buildings that are in disrepair or not being used. The hope is that these buildings could be removed from the list of insurance-mandatory lists.

Some of the completed surveys would also be reviewed, including Parcel 17, as well as the roads.

Mrs. Roche asked for a motion to approve the addition of a fourth addition to the Riverport Railroad lease as discussed at the last meeting. Mr. Jensen had prepared the documentation and Ms. Martelle had reviewed and approved.

Lease Extension for Riverport Railroad – Mr. Crawford made the motion to approve the lease extension, Mr. Reibel seconded. Motion passed unanimously by roll-call vote.

Mrs. Roche said the next item was the lease of the tennis courts area by the UMRIPD for storage as discussed by Capt. Steier at the last meeting.

Mr. Jensen said that a one-year lease with three one-year extension options was prepared for the port for a lease price of \$1 per year. Mr. Jensen added that the LRA has always required sub-lessees to have insurance in place. The UMRIPD has, however, made it known to Ms. Roche that they are not able to afford an insurance policy.

Mr. Jensen, in consultation with Ms. Roche, has agreed to waive the

insurance requirements should the LRA board be willing to move forward with the lease.

The property in question would continue to be covered by the LRA's existing liability coverage for vacant land at the depot.

Approval of UMRIPD Lease – Mr. Hartman made a motion to approve the lease and set aside the insurance requirements. Mr. Reibel seconded. The motion passed unanimously by roll-call vote.

Ms. Roche added that a call was held between Mr. Vandendooren at Carroll County and EDA regarding funds to facilitate the rebuild of the entry road to the depot. Ms. Roche is assisting Carroll County by investigating avenues to procure funding for the project and tenants have received documentation (ED900) for assist with traffic and employment counts.

A. Correspondence – None

B. Property transfers – Mrs. Roche reported that the Army is still committed to transfer Parcels 8, 12 and the roads by the end of the fiscal year.

C. Employment report – Stable at 70 for May.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None

G. Deputy Director – Mr. Davies reported the calls mentioned earlier were successful and that he had visited the Inland Marine & Waterways Expo in St. Louis in late May.

Mr. Davies reported there is significant interest in renewable fuels and workforce development.

He added marine highway discussions with the Port of Paducah continue and that he would be visiting other ports in the region (Memphis, Nashville) in future.

H. Bookkeeping –

- a. A CD to the value of \$50,000 will become due in September. The CD is held by Milledgeville State Bank.
- b. Bank Account Balances – As of 05/30/22 the bank account balance is \$474,376.39.

- c. Cash flow – Cash flow for the month of May: Income \$44,525.93.
Expenses: \$62,495.23.
Loss of \$17,969.30.
- d. Budget update YTD for May: Income \$330,452.27
Expenses \$412,827.13
Deficit of \$82,374.86.
- e. Water/Sewer Income and Expenses for May: Operating expenses for May: \$6,515.17, of which ~ \$2,800 was for insurance.

Income for April: \$0.

Income year to date: \$1,314.30

Expenses year to date: \$25,837.89

Deficit of \$24,515.29.

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. Already dealt with earlier in the meeting.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – None.

B. Tenants – Ms. Martelle noted that a switch was replaced in the A area. There were 1400 cars stored at present, with capacity at around 3 000 cars.

- C. UMRI Port District – None.
- D. USFWS – None.
- E. Water/Sewer Operator Update – Mrs. Roche reported that the electrical pole mentioned at the last meeting would have to be replaced at a cost of \$1,400.

Ms. Roche added that several break-ins had occurred at the depot and a building where the LRA stored water and sewer overflow equipment had been forcefully entered, but that it didn't appear as if anything had been stolen.

F. NWILED – Mr. Schmit gave a rundown on NWILED events and activities.

G. Guests – Mrs. Balcom reported that the site-wide land-use controls document would be submitted, as well as the environmental review for Parcel 20/Site5.

9. Public Comments – Mr. Britton said that a power line was hanging low over the roadway at hunt site 28 causing a hazard.

Mrs. Martelle wanted to know when Riverport Railroad's owners would be interviewed. Ms Balcom mentioned that a consultant would be in touch.

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

The motion passed by voice vote. The meeting adjourned at 3:41 p.m.