

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 7th, 2023

JCDLRA Board Room

Zoom Meeting

<https://us02web.zoom.us/j/5791926975>

Meeting ID: 579 192 6975

1. **Call to Order** – Chairman Steve Keeffer called the June 7th, 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 (Zoom), Ron Smith, Bill Robinson attended the meeting after a long absence due to ill-health.

Staff present: Mara Roche, Rob Davies

Others present: Amiee Martelle (Riverport Railroad), Linda Balcom (Balcom Environmental), Dianne Gallagher (Jo Daviess County), Ed Britton (USFWS), Tim Schoenig (Water & Sewer Maintenance), Sara Renkes (Carroll County Engineer).

Attorney Phil Jensen attended virtually.

3. **Pledge of Allegiance** was recited.
4. **Agenda Additions** – None. Mr. Reibel asked if the meeting schedule should be changed to the last week of every month since the last two meetings were held at the end of the month.
5. **Approval of Meeting Minutes** – Draft meeting minutes of the April meeting 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 – Parcel 20 Reuse

Ms. Roche noted that the approved Final Reuse Plan has been sent to the Army. The Army will be in touch in due course to inform when their contracting process will start.

The LRA has filed a 10-month extension on the existing OLDCC (formerly OEA) grant. A budget has also been sent to OLDCC for the 2024 grant, that would include staff support, specialized legal and the like.

Transition Update

Mr. Keeffer noted that no transition meeting had been held since the last meeting. Ms. Roche added that new appointment to the Port board still need to be made and that OLDCC has requested an update on transition progress.

8. New Business

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

Staff Reports

1. Executive Director:

Report/issues updates –

Ms. Roche noted that the LRA is still awaiting quotes for insurance from Bauer and Broadmoor Agencies.

Ms. Roche discussed the Open Meetings Act and how others serving on public boards are handling the end of the public health disaster proclamation which led to meetings being held online.

The discussion included the virtual attendance of board members and members of the public.

Mr. Jensen noted that differentiation be made between members of the public and board members – should the LRA allow virtual attendance by members of the public?

Mr. Jensen noted that members of the public should be allowed to attend meetings

remotely.

Following conversation, the consensus was reached that board members attending virtually would not be able to vote – except under specific special circumstances as defined in the Open Meetings Act.

The Zoom option would remain available for members of the public to attend LRA meetings.

- A. Correspondence – None.
- B. Property transfers – Ms. Roche noted that the LRA had received the deed for the roads and that it would be filed in due course.
- C. Employment report – 51 for May. Discussion followed about the Carroll County Zoning Board and its attitude toward the development at the Depot.
- D. Water & Sewer – None.
- E. Internship – None.
- F. Additional Update – None
- G. Deputy Director – Mr. Davies reported that the LRA had responded to the Department of Energy regarding to the congressionally directed renewable energy grant.

Bookkeeping

Bank Account Balances – As of May 31st total cash on hand: \$293,080.50

There is still rent payment outstanding from the Army to the value of \$80,000, with an additional Pay Request outstanding from OLDCC to the value of \$70,000.

a. Cash flow – Cash flow for the month of May: Income: \$475.05
Expenses: \$63,550.12
Loss of \$63,025.07

b. Budget update YTD:
Income: \$266,952.61
Expenses: \$381,756.86

Deficit of \$114,804.35

c. Water/Sewer Income and Expenses:

May Income: \$0
May Expenses: \$1,634.06

Expenses Year to Date: \$26,444.95
Income to Date: \$4,809.61

Loss YTD of \$21,635.38

D. Outstanding Invoices – Three quarterly water and sewer invoices are still due.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that a meeting would be held on June 14th.
2. Enterprise Zone – Mr. Hartmann indicated that the EZ had a meeting, but it wasn't productive. The EZ board meeting dates have been changed to biannually.
3. Other directors' reports – None.

F. Attorney's Report – None.

G. Other New Business –None.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – Consultants are doing PFAS sampling on-site.

B. Tenants – Ms. Martelle noted that a spate of break-ins have occurred, with locks cut on gates. Mr. Britton noted that USFWS footage from break-ins is shared with law-enforcement. He noted that the

C. UMRI Port District – None. A meeting hasn't been held yet.

D. USFWS – Mr. Britton reported that a second heavy equipment training is being held. He also reported that there was some debris on river road due to trees dying. Army contractors are also posting on crooked slough and fixing buoys in areas where boating trespass is an issue.

E. Water/Sewer Operator Update – Two hydrants need to be fixed and parts are being ordered.

F. NWILED – The NWILED report was sent to the board ahead of the meeting. Ms. Martelle noted that an Hispanic Business event was hosted in Galena.

G. Guests – Ms. Gallagher thanked the board for continuing continue with the Zoom meetings and keeping the website updated with agendas and minutes.

9. Public Comments – None.

10. **At 3:57pm Mr. Wright made a motion to enter into Executive Session as permitted for the following under: ILCS 120/2 (c)**

(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the

minutes of the closed meeting. The motion was seconded by Mr. Hartman. The motion passed unanimously by roll-call vote. The meeting entered Executive Session at 3:59 pm.

A motion was made by Mr. Hartman, seconded by Mr. Smith to return to open session. The motion passed unanimously by roll-call vote. The meeting returned to open session at 4:36 pm.

11. Adjournment – Paul Hartmann made a motion to adjourn the meeting. Bill Wright seconded.

The motion passed by voice vote. The meeting adjourned at 4:35 pm.