

Jo-Carroll Depot LRA Board of Directors  
18901 B Street  
Savanna Depot Business, Industry & Technology Park  
Savanna, IL 61074

**3:00 p.m., Wednesday, August 2nd,  
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 August 2nd, 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, Ron Smith, Bill Wright.

Bill Robinson did not attend the meeting.

Staff present: Mara Roche, Rob Davies

Others present: Amiee Martelle (Riverport Railroad), Linda Balcom (Balcom Environmental), Susan Jacobs (Carroll County), Sara Renkes (Carroll County Engineer), Lance Larsen (UMRIPD), Bruce (Caller would not identify himself).

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 July meeting were presented for review. **Paul Hartman made a motion to approve the minutes. Kevin Reibel seconded. Motion passed**

**unanimously by voice vote.**

**6. Old Business**

**7. Grant Update – Parcel 20 Reuse Plan**

Ms. Roche noted that two grants from OLDCC are in the process of being closed out.

One grant is still open that will cover the LRA’s 2023 audit in December. Another grant will still cover the LRA’s staff costs until September, after which a new grant will start that will cover a grant writer, training and other specific needs.

More information will be available by the next board meeting and the board will be updated accordingly.

**Transition Update**

Mr. Keeffer noted that the UMRIPD had a meeting where the Re-Use Plan for Parcel 20 was discussed, as well as the Master Planning for the UMRIPD.

A formal transition meeting hasn’t been held recently.

Mr. Wright asked who the new UMRIPD board members are, Mr. Keeffer identified the commissioners.

**8. New Business**

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

**Staff Reports**

**9. Executive Director:**

Report/issues updates –

Ms. Roche noted that Water & Sewer Technician Tim Schoenig’s contract was up for renewal.

Mr. Schoenig had not requested any increase or change to the contract. The board indicated that Mr. Schoenig provided excellent service.

**Paul Hartman made a motion to approve the renewal of Mr. Schoenig's contract as presented. Bill McFadden seconded. Motion passed unanimously by roll-call vote.**

A. Correspondence – None.

B. Property transfers – Ms. Roche said that the deed to the roadways was filed on July 7<sup>th</sup>. The roads are now LRA property. Some discussion was held at the last UMRIPD meeting about security at the depot following the spate of break-ins and thefts at the depot and what could and could not be done with the roads, since they are now LRA roads and not under county jurisdiction. Discussion followed about which measures might be introduced to prevent unlawful access to the depot, but not hinder lawful access.

Mr. Jensen noted that the LRA now has jurisdiction and maintenance responsibility over the roads. Mr. Jensen added that in the context of property deeds conveyed to tenants that the LRA, has provided assurance that property owners would have access to their property. The Dept. of the Army has also been assurance that it would have access easement for environmental remediation.

Mr. Jensen noted that the intention was always that the roads be dedicated to the counties over which they lie.

Right now, however, with exclusive jurisdiction and ownership, providing the LRA continues to provide access to the Army, tenants and lessees, the LRA can limit access on the roadways.

Discussion followed about the break-ins, what is being stolen and who the perpetrators are.

C. Employment report – 59, not including the Army and its contractors.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None.

G. Deputy Director – None.

## Bookkeeping

Bank Account Balances – As of July 31st total cash on hand: \$311,806.81.

A CD to the value of \$67,661.81 with Dupaco Credit Union will become due in December.

a. Cash flow – Cash flow for the month of July: Income: \$86,962.74  
Expenses: \$63,561.34  
Gain of \$23,365.40

b. Budget update YTD:  
Income: \$395,952.13  
Expenses: \$491,834.91

Deficit of \$95,882.78

There is still an outstanding amount of \$68,000 due from the Army for rent.

c. Water/Sewer Income and Expenses:

July Income: \$0.00  
July Expenses: \$2,182.92

Expenses Year to Date: \$34,433.21  
Income to Date: \$5,107.86

Loss YTD of \$29,325.35

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that a meeting was held in June.
2. Enterprise Zone – None

3. Other directors' reports – None.

F. Attorney's Report – None. Mr Hartmann asked about the damaged pipe that was discussed at the last meeting. Mr. Jensen indicated that he would follow up with Mr. Schoenig.

G. Other New Business –None.

### **Reports to the Board**

A. Site Manager / BRAC Environmental Coordinator – Contractors would be at the site working on sampling and inspections.

B. Tenants – Ms. Martelle noted that Congressman LaHood visited the site and met with Mr. Davies. She added that her workers had been cold-patching some of the damaged roads. The LRA provided funds for the cold patch, with Riverport providing the labor. The cost of the cold patch was \$2,600.00.

C. UMRI Port District – None.

D. USFWS – None.

E. Water/Sewer Operator Update – Mr. Schoenig reported to Ms. Roche that the pipe for damaged pump 107 had been received. Fabrication on the head would need to be completed and the pump would arrive in about two weeks. The well would be operational in about a month.

F. NWILED – Mr. Schmit provided his report, mentioning the manufacture and trade day that will be hosted in September. The Build-It, Grow-It program will be hosted again. NWILED is also working the Jo Daviess County Comprehensive Plan.

G. Guests – None.

10. Public Comments – None.

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

**The motion passed by voice vote.** The meeting adjourned at 3:43 pm.