

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 3rd,
2022**

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

- I. **Call to Order** – Chairman Steve Keeffer called the August 3rd, 2022 Board of Directors meeting to order at 3:01 pm.
2. **Roll Call** – was answered as follows: Present – Steve Keeffer, Paul Hartman, Kevin Reibel, Don Crawford, Bill McFadden, Ron Smith, Bill Wright.

Absent: Bill Robinson (long-term health), Don Crawford (excused due to prior commitment).

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle (Riverport Railroad), David Schmit (NWILED), Ed Britton (USFWS), Linda Balcom (Balcom Environmental), Barry Steinberg (Kutak Rock).

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 June 1st 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 – Grant extensions. Ms. Roche reported that the LRA

has two grants open at this time – one from 2019 and one from 2021. The 2019 grant will close out in September 2022, but still has some funding available.

Ms. Roche indicated that the LRA would ask for a six month extension to the grant to fund some upcoming public outreach work as part of the re-use planning for Parcel 20.

Additional GIS work will be covered by a six-month extension to the 2021 grant, as well as technical advisory committee work and final alternatives. The requests for the extensions have been submitted.

A new grant request has been submitted to start in September, covering specialized legal, environmental support as well as staff.

OLDCC will review the submissions and will notify the LRA by the next board meeting if approved. The new funding request is for \$288 000.

Ms. Balcom added that the draft market analysis for the Parcel 20 re-use planning was completed and would be presented to the board for approval soon.

Mr. Hartman wanted to know how often grants could be extended. Ms. Roche said that while progress is being made, the grants would be extended.

Transition Planning – A transition meeting was scheduled for August 5th.

8. New Business

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

Staff Reports

1. Executive Director

Report/issues updates – Ms. Roche noted the USACE visited the site for their compliance inspection in July.

Ms. Roche noted that leases were discussed, as well as building insurance for dilapidated buildings on the site. Ms. Roche added that there was a list drawn up of buildings that should be demolished.

Mr. Roche also said that the LRA was still in discussion with Carroll County's

roads engineer to find funding to improve the access road to the depot. ILDOT, Blackhawk Hills and other stakeholders are part of the discussion.

The LRA has also been working with the UMRIPD on their master planning together with ILDOT and getting important documentation for their RFQ out into the public domain.

Ms. Roche also noted the LRA was working on compiling GIS data for the property and that the work will be of great benefit to keep track of all assets on the ground.

A. Correspondence – None

B. Property transfers – Mrs. Roche reported that MSA is working on the survey for Parcel 12 – the igloo storage area. Once complete, the Army will review and get the paperwork ready for transfer.

Ms. Roche has a meeting set for August 15th to discuss the roads survey and Parcel 8. An old initial survey done by Riverport Railway included some BNSF property and this is being addressed.

Ms. Roche added that a new utility pole would have to be erected at the sewer treatment plant at a cost of around \$1500. Mr. Schoenig reported to Ms. Roche about a water leak in the H area which became apparent when Mr. Schoenig was doing work in the area. This leak would have to be fixed as it is on the LRA's side of the line.

Mr. Smith asked about the Hanover Fire Protection building, saying that the Hanover Fire Department were looking at investing some money into the property. Mrs. Roche said that it would be unlikely that the building and property would be transferred any time soon as the property was part of the PFAS investigation and that the investigation would have to be completed first.

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 that the team from AMI visited the depot to investigate the far Eastern boundary of Parcel 20 for a possible walkway and interactive educational area along the river up to the former landfill area that

has now been rehabilitated.

Mr. Davies reported that the information – schematics etc. - from AMI's visit and the walkway project could be of use in the re-use plan for Parcel 20.

Ms. Roche indicated that a motion would be needed to move forward with payment of \$7,900 to AMI for design and evaluation work.

Mr. Hartman made a motion to approve the payment to AMI. Mr. Smith seconded. The motion passed by roll-call vote.

H. Bookkeeping –

- a. A CD to the value of \$50,000 was due to become due in September. The CD was held by Milledgeville State Bank. The CD was cashed out for \$50,046.51 and the funds were added to the checking account.
- b. Bank Account Balances – As of 7/29/22 the bank account balance is \$443,443.58.

- c. Cash flow – Cash flow for the months of June and July:

June Income
\$39,130.20.
Expenses: \$49,244.33.
Loss of \$10,114.13.

July Income
\$10,350.25
Expenses: \$30,918.99
Loss of \$20,568.74

- d. Budget update YTD for July:

Income \$379,932.72
Expenses \$492,990.45
Deficit of \$113,057.73

- e. Water/Sewer Income and Expenses for July: Ms. Roche reported that she didn't have the exact numbers on hand, but would update the board.

D. Outstanding Invoices – None.

D. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that the FTZ had a meeting in July.
2. Enterprise Zone – None.
3. Other directors' reports – None.

E. Attorney's Report – None.

Reports to the Board

- A. Site Manager / BRAC Environmental Coordinator – Ms. Roche reported that Leidos contractors were on site for the PFAS investigations.
- B. Tenants – Ms. Martelle noted that it was NWILED bring a kid to work. ResCar and InServ are bringing lots of cars in for cleaning. Ms.

Martelle mentioned that there were a number of thefts in the 700 and 800 area, primarily for copper.

- C. UMRI Port District – Mr. Davies reported that the UMRIPD held a meeting earlier in the day in Dubuque.

Ms. Roche reported that the UMRIPD had entered into a contract with the firm handling their Master Planning project.

The UMRIPD had asked if the LRA would be willing to front the payment of the invoices to the contractor. The LRA would be reimbursed once the UMRIPD was paid by the state of Illinois DOT.

Ms. Roche noted that there may have to be a special meeting to accommodate this request as it was not on the original meeting agenda.

- D. USFWS – Mr. Britten reported that a number of ornate box turtles on the property had died between July 1st and 10th. Most of the 20-year old females in the program had died off. Mr. Britten said that USFWS was trying to find out what caused the mass-mortality event.
- E. Water/Sewer Operator Update – Mrs. Roche reported that the current water and sewer operator’s contract needed to be renewed with no changes, or that the position would have to be advertised.

Mr. Hartman made the motion to extend the contract with the present water and sewer operator. Mr. Smith seconded the motion. The motion passed unanimously by roll-call vote.

- F. NWILED – Mr. Schmit presented on the LRA’s membership of NWILED and requested that the LRA continue its membership with a \$3,000 commitment.

Mr. Reibel made the motion to commit to another year of membership with NWILED. Mr. McFadden seconded the motion. Roll call vote was held and the motion passed. Mr. Hartman voted no, while the other members present voted yes. Mr. Smith abstained as he is a NWILED board member.

- G. Guests – None.

9. Public Comments – None.

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

The motion passed by voice vote. The meeting adjourned at 3:56 p.m.