

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074
**3:00 p.m., Wednesday, September 8th,
2021 Zoom Meeting**
<https://us02web.zoom.us/j/5791926975>
Meeting ID: 579 192 6975

- I **Call to Order** – Chairman Steve Keeffer called the September 8th, 2021 Board of Directors meeting to order at 3:01 pm.
2. **Roll Call** – was answered as follows: Present – Steve Keeffer, Kevin Reibel, Paul Hartman, Ron Smith, Bill McFadden, Don Crawford, Bill Wright, Bill Robinson

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle, Bill Sindlinger (Midwest 3PL legal counsel), Barry Steinberg (Kutak Rock), Emily Legel (NWILED), Linda Balcom (Balcom Environmental), Kevin Stier (UMRIPD), Lance Larsen (Odyssey Bioenergy), Ed Britton (USFWS), Bill Jahnke (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 July 28th were presented for review. **Paul Hartman made a motion to approve the minutes. Bill McFadden seconded. Motion passed unanimously by roll-call vote.**
6. **Old Business**

A. Grant Update – Mrs. Roche announced that the LRA has uploaded its application for the upcoming Parcel 5 re-use planning. No agreement with OEA has been signed yet, but RFPs are out for specialized legal and re-use planning consultant for Parcel 5. The RFPs were published in September 1st and are due

back on the 15th of September. Proposals will be opened on the 15th, reviewed and hopefully there will be agreements with firms by October 1st.

Mrs. Roche asked the board if they would like to have a special meeting on September 22nd or 23rd to review the submissions and make a decision, or if this should be done on October 1st. Board members indicated that a special meeting would be acceptable. Mrs. Roche said she would send the proposals to the board members on September 16th.

Mrs. Roche added that a reimbursement request had been sent to OEA thru August 15th to the value of \$49,615.06, this should reflect in the next few weeks.

B. Transition Planning Update – Mrs. Roche said that a transition meeting was held earlier in September. She said that discussions were held with Capt. Stier regarding Mr. Barry Steinberg’s proposal that due to Parcel 5 Re-use planning and the Port’s upcoming Master Planning, that a public meeting be held to discuss the BRAC process with the Port. It would also be useful to discuss the difference between an Economic Development Conveyance and a Public Benefit Conveyance, for the benefit of the Port. As soon as a date is established the meeting details will be published.

Mrs. Roche added that discussions were also held with Capt. Stier about the possibility of plowing as the Port has acquired a snow plow.

7. New Business

A. Bills over \$2,500: LRA’s general liability policy is coming in at \$6026, up from \$5376 last year. Mrs. Roche is investigating other options, but for now LRA needs to have policy in place.

Bill Wright made a motion to pay the \$6026 towards the policy. Bill Robinson seconded. Motion passed unanimously by roll-call vote.

Staff Reports

1. Executive Director

Report/issues updates – Mrs. Roche said that September would typically be the month to send out RFPs for plowing. The Port authority has, however, let the LRA know that they have a plow truck and have offered this for the use of the LRA. Mrs. Roche said it would need to be decided if the LRA would be able to find someone to operate and maintain the truck, as well as purchasing salt and other required materials, as required.

The board have to determine if this is a viable option, or if appointing a traditional contractor would be a better option.

Mr. Smith asked if insurance would be provided by the Port. Mrs. Martelle said that Mr. Bill Jahnke of the Port (who was with her during the call) had indicated that the Port did not have insurance for the truck. Capt. Stier indicated that the operator would have to have a valid CDL.

Mr. Wright said that contractors should be investigated while the possibility of working with the Port was investigated so that plowing of the roadways isn't affected.

Mr. Hartman agreed with Mr. Wright.

Mrs. Roche asked Mr. Keeffer if Jo Daviess County would be providing payment to the service provider selected by the LRA. She added that Carroll County would have to indicate the same with regard to the access road.

Mr. Keeffer said it would be in everyone's best interest to cooperate. He added that consensus was to start the bidding process and then flesh out the rest of the agreement.

Capt. Stier said it would be possible to source a loader, but it would take 30 days.

Mrs. Roche added that the contractor used last year stored salt in one of Riverport Railroad's building. She added that the plowing RFP would be sent out.

a. Correspondence – None.

b. Property transfers – Survey for the access road went back to the Army six weeks ago. It is still being processed. Parcel 8 is also still being worked on - the property adjacent to Eagles Landing.

Mrs. Roche also added that the LRA has been attending the Army's environmental call, discussing contractors and wells. Mrs. Roche added that Charlene Falco from Illinois EPA would be visiting the property at some point this year and that the LAR would discuss with her a parcel behind the fire station.

- c. Employment report – No change.
- d. Water & Sewer – None.
- e. Internship – None.
- f. Additional Update – None
- g. Deputy Director – None

Bookkeeping –

- a. Bank Account Balances – As of August 31st, balance is \$571, 214.50.

CD Transfers – A CD will become due next week to the value of \$182,450.52 with Milledgeville State Bank. Will explore rates and move or roll the CD over.

b. Cash flow – Income for the month of August was: \$475.

Expenses for the month of June were: \$22,967.14.

A monthly loss of \$22,492.14.

c. Budget Update – Income for YTD is \$223,070.06 and expenses are \$255,226.84 for a **negative net income YTD of \$32,156.78.**

d. Water/Sewer Income vs. Expenses –

\$1,384.43 expenses for the month of August.

Income for the month of August was \$0.

Income YTD - \$9,224.26

Expenses YTD – \$36,083.11

Deficit YTD = **(\$26,858.85).**

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Robinson reported that a new operating contract was being negotiated with IITC. He said he was hopeful that an agreement could be reached by October 1st, but wasn't sure. It could be a while.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen said his comments would be made in executive session.

D. Other new business – None.

8. Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – No update. Mr. Robinson asked if someone had taken over Ms. Collins's position. Mrs. Roche answered that Mr. Knuth had stepped in.

B. Tenants – Ms. Martelle said that two baby coyotes have taken up residence in the field behind the LRA building. She added also that there has been a string of copper thefts out of Riverport Railroad's buildings.

C. UMRI Port District – Capt. Stier said that he didn't have anything to report.

D. USFWS – Mr. Britten said that he was concerned about trespass and vandalism, saying that no enforcement of land-use controls was worrying. He added that USFWS would attempt to address this with the Army.

Mrs. Roche said that in the past there was discussion about hiring a service provider to patrol the depot, she wanted to know if this would be worth digging into again.

She added that someone needed to deter individuals from thefts at the depot. Mr. Britton said that most worrying was the lack of any land-use control enforcement by the Army.

Mr. Britton added that USFWS has no confidence in the Army's enforcement of land-use controls and that he is working on a letter to the Army in this regard.

Mr. Britton added that enforcement is the Army's responsibility.

Mrs. Roche added that the LRA would be willing to follow up Mr. Britton's letter with a letter from the LRA. The board said it would be supportive.

E. Water/Sewer Operator Update – A water leak was repaired on C Street, a new water main was installed at the stable and the hydrant discussed at the last meeting was removed from the G area.

F. NWILED – Mr. Smith mentioned that the NWILED annual meeting was coming up. Mr. Davies mentioned the NWILED Golf Day.

G. Guests – None.

9. Public Comments – None.

10. Executive Session as permitted for the following under: ILCS 120/2 Open Meetings Act, section C.

(6) The setting of a price for sale or lease of property owned by the public body.

(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.

Mr. Wright made a motion to enter executive session, with Mr. Robinson seconding the motion which passed unanimously by roll-call vote. The board entered executive session at 3:44 pm.

Mr. Robinson made the motion to return to open session, with Mr. Wright seconding. The motion passed unanimously by roll-call vote at 4:58 pm. The Board returned to open session.

11. Motions from Executive Session, if any – None.

12. Adjournment – 5:00 pm Mr. Wright made a motion, seconded by Mr. Robinson, to adjourn the September 8th, 2021 Board of Directors meeting. Motion passed unanimously by roll-call vote.