

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

**3:00 p.m., Wednesday, October 4th,  
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 October 4th, 2023 Board of Directors meeting to order at 3:01 pm.
- 2. Roll Call** – was answered as follows: Present –Don Crawford, Steve Keeffer, Bill McFadden, Ron Smith, Bill Wright, Susan Jacobs, Kevin Reibel.

Bill Robinson did not attend the meeting.

Staff present: Mara Roche, Rob Davies

Others present: Amiee Martelle (Riverport Railroad), Brian Potempa (Twin Image Design), Linda Balcom (Balcom Environmental, Sara Renkes (Carroll County Engineer), Tim Schoenig (Water & Sewer Operator).

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 September meeting were presented for review. **Kevin Reibel made a motion to approve the minutes. Bill Wright seconded. Motion passed**

unanimously by voice vote.

## 6. Old Business

### 7. Grant Update – Parcel 20 Reuse

Ms. Roche noted that the new grant for the 2024 funding year has been approved. The grant will cover staff, environmental support, specialized legal, grant-writing specialist and an allocation for the LRA to move to a new office to facilitate work around the renewable energy grant from the DoE.

Ms. Roche added that RFPs would be published for the grant roles outlined above.

The 2023 grant is still ongoing and covers staff costs.

She added that the LRA is excited to potentially have a specialist grant writer on board.

### Transition Update

None. A meeting will be scheduled soon, Mr. Keeffer noted that progress was being made.

## 8. New Business

- A. Bills over \$2,500: - A bill for \$7,319 for liability insurance with CRC Group. Last year the policy cost \$6,767. Mr. Wright asked about the terrorism option. Ms. Roche noted that since the location is so rural, that coverage option was not necessary.

**Bill Wright made a motion, seconded by Don Crawford to accept the bid/settle the bill for liability insurance with CRC group to the value of \$7319. The motion passed unanimously by roll-call vote.**

## Staff Reports

### 9. Executive Director:

Report/issues updates –

Ms. Roche noted that the Reuse Plan for Parcel 20 had been received by the Army and that environmental work would begin soon.

She added that the LRA was requesting a Lease in Furtherance of Conveyance from the Army to utilize some of the property prior to transfer. This would include the covered landfill for a potential solar array.

Ms. Roche had written a letter to the Army that was included in the Board packet.

Discussion followed on the potential solar installation and how the LRA could partner with other stakeholders.

**Bill McFadden made a motion to send a letter to the Army asking for Parcel 20 to be included in the LRA's LIFO in order to utilize the property before transfer. Kevin Reibel seconded. The motion passed unanimously by voice vote.**

Steve Keeffer welcomed new board member Susan Jacobs to the board. Ms. Jacobs has replaced Paul Hartman.

Snow Removal

Ms. Roche noted that Ryan Raab was contracted for snow removal. In the past Mr. Raab's fee had been \$72.00 per hour. Mr. Raab requested a rate increase to \$79.00 per hour.

Ms. Renkes noted that Mr. Raab had not reached out to her yet for costs. Ms. Renkes noted that it would be best for both the LRA and the County to be on the same page.

Mr. Keeffer asked if Ms. Roche knew what the costs were for snow removal. She noted that in 2022 the LRA paid \$4,510 for LRA roads and \$6,910 for the public roads.

In 2023 the LRA paid \$5,500 for LRA roads and \$9,391 for the public roads.

Mr. Keeffer noted that it would be best for him and Ms. Renkes to confer with Mr. Raab before making a decision.

A. Correspondence – None.

B. Property transfers – Ms. Roche noted that Mr. Knuth was working on the transfer of Parcel 8.

C. Employment report – 60, not including the Army and its contractors.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None.

G. Deputy Director – Mr. Davies reported that he attended Inland Rivers Ports and Terminal in Louisville, KY. He added that it was a good networking event. Mr. Davies added that he and the chair of UMRIPD met with Dennis Wilmsmeyer, the executive director of America's Central Port to discuss development at the depot.

### **Bookkeeping**

Bank Account Balances – As of September 30th total cash on hand: \$306,839.50.

Next CD due is December 21<sup>st</sup>.

Army rent of \$65,000 is still due. Depending on when bill that is settled, the LRA may have to pull some cash from a CD to cover several bills, including payments on behalf of the UMRIPD to WSP.

a. Cash flow – Cash flow for the month of September: Income: \$12,770.07.  
Expenses \$49,863.15 for a deficit of **\$37,145.28**.

b. Budget update YTD:  
Income: \$439,581.26  
Expenses: \$540,513.27

**Deficit of \$100.933.01**

c. Water/Sewer Income and Expenses:

September Income: \$1,920.00  
August Expenses: \$4,630.14

Expenses Year to Date: \$44,666.76  
Income to Date: \$7,046.91

**Loss YTD of \$37,619.27**

D. Outstanding Invoices – None.

## E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that a meeting was held on September 6th. Ms. Martelle noted that there was a foreign Trade Zone training scheduled for November.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen reported that a letter had been received from Carroll County regarding the county roads and possible future dedication. The letter from the county noted that it does not believe it has any contractual or legal obligation to accept the dedication of the roads that are within the LRA footprint in Carroll County.

Mr. Jensen also noted that Bill Sindlinger, the real estate manager with Midwest 3PL/Eagles Landing has resigned.

G. Other New Business –None.

## Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – Contractors are working at the site to work on PFOS/PFAS sampling.

B. Tenants – Ms. Martelle noted that the lock and chain the tenant put on the gate is still there. She asked when Mr. Knuth would replace the lock. Ms. Roche said that the lock would be replaced on October 5<sup>th</sup>.

C. UMRI Port District – Mr. Keeffer noted that a Port meeting was held the week prior to the LRA meeting. Ms. Roche noted that she was in the process of rebuilding the historical financials for the Port.

Mr. Smith again inquired about the new board members. Mr. Keeffer explained who they were.

Mr. Smith asked about the emails he had received some months before about the assets that were acquired by the former commissioners. He wanted to know if any of the other board

members had received those emails. Mr. Keeffer explained that there was an ongoing investigation into the situation around the assets.

D. USFWS – None.

E. Water/Sewer Operator Update – Mr. Schoenig reported that well that was repaired recently was back in operation.

He noted that the Army was notified about the sewer line/pipe damaged by an army contractor close to the Rescar site.

Pictures of the broken pipe had been sent to Mr. Knuth.

Mr. Schoenig noted that the line would have to be repaired before spring in case of water intrusion during a flood event.

Discussion followed. Mr. Schoenig estimated that the repair would cost around \$3,000.

**Don Crawford made a motion to proceed with repair of the sewer line damaged by an army contractor to the value of ~ \$3,000. Bill Wright seconded the motion. The motion passed unanimously by roll-call vote.**

Mr. Schoenig noted in 1994 the groundwater pumps at the sewer plant. The pumps have not been serviced or inspected since that time.

Mr. Schoenig would like to have one of the pumps pulled to see what condition the pump is in. The cost would be in the region of \$5,000.

Mr. Schoenig noted that it would be good preventative maintenance to have the pumps inspected. Discussion followed.

**Mr. Wright made a motion to have one of the two well pumps pulled for inspection and have the pump evaluated by Peerless Well & Pump in Dubuque. The board would then decide on a plan of action based on the prognosis. The motion was seconded by Mr. Smith. The motion passed unanimously by roll-call vote.**

F. NWILED – None. Mr. Schmit was attending to

Manufacturing Day commitments.

G. Guests – None.

10. Public Comments – None.

11. Adjournment – **Mr. Reibel made a motion to adjourn the meeting. Mr. Smith seconded.**

**The motion passed by voice vote.** The meeting adjourned at 4:06 pm.