

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 5th,
2022**

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

- I. **Call to Order** – Chairman Steve Keeffer called the October 5th, 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, Don Crawford, Bill Wright.

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

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle, Ed Britton (USFWS), Linda Balcom (Balcom Environmental), Max Purchis (Tenant), Bill Sindlinger (Midwest 3PL attorney).

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 August 3rd were presented for review. **Bill McFadden made a motion to approve the minutes. Kevin Reibel seconded. Motion passed unanimously by voice vote.**
6. **Old Business**
7. Grant Update – Ms. Roche started her report with the Public Visioning

Meeting for the Re-Use of Parcel 20, held September 14th at the Savanna Museum and Cultural Center.

Ms. Balcom was asked to provide a briefing of the event to the board.

Ms Balcom gave an overview of the event by going through the presentation as it was presented to the public at the meeting. She also walked board members through the public-input survey that was created for the event.

Ms. Balcom encouraged the board and meeting attendees to complete the survey ahead of the next public meeting on November 9th, where the Re-Use Alternatives would be presented.

Transition Update: - None, but LRA staff has been working closely with the UMRIPD board setting up the UMRIPDs grant administration infrastructure.

Mr. Britton of USFWS mentioned that 100% of Parcel 20 was in the floodplain. He cautioned the board to understand that any development of Parcel 20 would take place within the floodplain and that river fluctuations are likely to increase in future.

8. New Business

A. Bills over \$2,500: - Ms. Roche reported that property liability insurance was due to the value of \$6, 769.82.

Bill Wright made a motion to approve the payment of the insurance. Don Crawford seconded. Motion passed unanimously by roll-call vote.

Staff Reports

1. Executive Director

- 2.** Report/issues updates – Ms. Roche noted snow removal was once again on the agenda and that she had reached out to Ryan Raab for snow removal. Mr. Raab indicated his interest in providing the service.

He would likely provide the LRA with a rider that would indicate a rate change when fuel prices go up. His base pricing has not changed significantly.

Mr. Raab had provided the service for the past three years, so the job would not have to go out to bid, added Ms. Roche.

Mr. Jensen was asked if the job would have to be bid. He asked what the Dollar amount was for last winter. Ms. Roche said that the total came to just under \$15,000. Mr. Jensen said that the job would not have to be bid.

Bill McFadden made a motion to proceed with utilizing the services of Mr. Raab for snow removal. Don Crawford seconded. Motion passed unanimously by roll-call vote.

A. Correspondence – Ms. Roche noted that a special meeting request was put out by staff in September. The proposed meeting was scheduled to create a resolution of cooperation between LRA and the UMRIPD to support the intergovernmental agreement that exists between the two parties. The request for a Resolution was annulled by the State and instead they asked for a letter stating intent. The letter also included discussion about the loan agreement between the LRA and the UMRIPD, as well as a plea to the Governor’s office to make an appointment to the UMRIPD board so that that organization could have a full board.

Bill Wright made a motion to approve the Letter of Cooperation/Partnership between the LRA and the UMRIPD. Bill McFadden seconded. The motion passed unanimously by roll-call vote.

B. Property transfers – Mrs. Roche reported that the Parcel 12 survey has been received from Fehr-Graham. This was now with USACE for review. If there are no changes a draft Quit-Claim deed would be the next step.

As far as the roads transfer is concerned, Mr. Jensen and Mr. Steinberg of Kutak Rock discussed the roads transfer documents earlier in the month. Some concerns were raised.

Mr. Jensen noted that they were provided with a Finding Of Suitability for Transfer and a proposed Quit-Claim Deed. Mr. Jensen noted that the documents seemed generally complete.

The issues revolved around potential liability of subcontractors, with claims against contractors of the Army being waived. Mr. Jensen said he viewed this as an overreach.

He added that the FOST document was missing an addendum that was still outstanding.

The third issue was that the Army wanted a full release of any claims for asbestos and other environmental issues that the LRA had been given notice of. The Army, however, also wanted the LRA waive claims to issues they did NOT receive notice for.

The issues are presently being discussed and resolved.

C. Employment report – Stable at around 70.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None

G. Deputy Director – Mr. Davies reported that the public meeting was a good event. He asked board members to complete the survey.

Mr. Davies reported that he had been visiting the Port of Peoria to understand that Port's challenges as they are similar to those faced by the UMRIPD.

He added that developing ports throughout the state could benefit from working together by looking at renewable fuels, climate-smart cargo, and other drivers of sustainability.

H. Bookkeeping –

- a. A CD to the value of \$50,000 is due to become due January 2024 to the value of \$59,000.
- b. Bank Account Balances – As of 9/30/22 the bank account balance is \$429,409.75.

c. Cash flow – Cash flow for the month of September:

September Income

\$41,328.49.

Expenses: \$63,368.12.

The bulk of the expenses were related to consultant fees for the Parcel 20 Re-Use Project, which are refundable.

Loss of \$22,039.63.

d. Budget update YTD:

Income \$497,841.09

Expenses \$624, 772.90

Deficit of \$126, 931.81

Ms. Roche added that there are still funds that need to be reimbursed by OLDCC and that there will be survey expenses that need to be tallied to the total.

e. Water/Sewer Income and Expenses:

Income for September: \$258.54

Expenses for September: \$3, 241.46

Year-to-Date

Income: \$2, 879.94

Expenses: \$41, 019.59

Deficit: \$38, 139.65

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Davies reported that the FTZ had a meeting in late September.
2. Enterprise Zone – Ms. Roche indicated that the EZ would have a meeting in November.
3. Other directors' reports – None.

F. Attorney's Report – See Mr. Jensen's comments re roads, deed, and FOST above.

G. Revolving Loan Agreement with UMRIPD – Ms. Roche noted that the agreement between the UMRIPD and their consultant had changed. She advised that the LRA board should wait until that agreement was finalized before signing the agreement with the UMRIPD.

Ms. Roche explained how \$40,000 was moved into a money market account in order to facilitate the payment of the UMRIPD's contractor fees.

It may happen that the LRA may have to add more funds to the account in case the UMRIPD requires more than the allotted funds, or if reimbursement from the state takes longer than expected.

Ms. Roche also noted that the bank needed a letter stating the signatories on the new Money Market account would be the same as it is for all other LRA accounts.

Capt. Stier of UMRIPD thanked the LRA for its support.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – None.

B. Tenants – Ms Martelle reported that nothing much has changed. She also added that the NWILED annual dinner was held earlier in the month, with Riverport Railroad winning Business of the Year.

Ms. Roche added that Johnson Logging has bought the property previously owned by Depot Electric.

C. UMRI Port District – Capt. Stier noted that the UMRIPD had its first meeting with WSP, the contractor that will be handling the UMRIPD's master planning.

D. USFWS – Mr. Britton reported that the annual USFWS youth deer hunt would take place the coming weekend – the 16th year that the event has been hosted.

Mr. Britton also reported that all the box turtles in the local breeding program had died this year. Mr. Britton says the belief is that the turtles died from aerial fungicide spraying.

Mr. Britton also gave an update on the project at Miller's Landing, Savanna Bay, Buffalo Lake and Beaver Island. The project would create and restore habitat as mitigation for the lock and dam system.

E. Water/Sewer Operator Update – Ms Roche reported that Mr. Schoenig would be extending a sewer line for the owners of Building 1 towards the picnic shelter area.

F. NWILED – NWILED held its annual meeting Galena won the prize for Community of the Year.

G. Guests – None.

9. Public Comments – None.

10. Adjournment – Bill Wright made a motion to adjourn the meeting. Bill McFadden seconded.

The motion passed by voice vote. The meeting adjourned at 4:13 p.m.