

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 6th,  
2021 Zoom Meeting**  
**<https://us02web.zoom.us/j/5791926975>**  
**Meeting ID: 579 192 6975**

**1. Call to Order** – Chairman Steve Keeffer called the September 8th, 2021 Board of Directors meeting to order at 3:04 pm.

**2. Roll Call** – was answered as follows: Present – Steve Keeffer, Paul Hartman, Ron Smith, Bill McFadden, Don Crawford, Bill Wright, Bill Robinson

Absent: Kevin Reibel

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle, Bill Sindlinger (Midwest 3PL legal counsel), Barry Steinberg (Kutak Rock), Linda Balcom (Balcom Environmental), Kevin Stier (UMRIPD), Lance Larsen (Odyssey Bioenergy).

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 September 8th 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 OEA Planning Grant for Parcel 5 re-use planning has been executed, with the start date going back to September 1<sup>st</sup>. This is a one-year grant, with an end date of August 31<sup>st</sup>, 2022.

The total award for the grant is \$680, 540. The LRA has entered into a professional services agreement with Balcom Environmental to perform the work. Funds from the 2019 grant remained available and the LRA was approved for a no-cost time extension until September 30<sup>th</sup>, 2022. The remaining funds will cover specialized legal assistance and public outreach.

- B. Transition Planning Update** – A transition planning call is scheduled for October 20<sup>th</sup>. Mrs. Roche added that Mr. Steinberg will be present on November 3<sup>rd</sup> to present to the Port and LRA Board members who wish to present on BRAC-related environmental liabilities.

## **7. New Business**

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

## **Staff Reports**

### **1. Executive Director**

Report/issues updates – Mrs. Roche said that the LRA advertised the snow plowing and removal bids in the local papers and received one response. Mrs. Roche added that utilizing the Port’s equipment would not be feasible due to time constraints.

The respondent to the advertisement for snow removal and plowing Ryan Raab, who performed the service last year. Cost was the same as last year at \$72 per hour. Mr. Raab has yet to procure salt, so salt will be handled as it was last year.

**Paul Hartman made a motion to accept the snow plowing bid from Ryan Raab for winter 2021/2022, as well as a direct cost top the LRA for salt. Ron Smith seconded. The motion passed unanimously by voice vote.**

Employment numbers were at 59.

- a. Correspondence – None.

- b. Property transfers – Mrs. Roche added that there has been no word from the Army regarding the roadway deed, or Parcel 8. The LRA’s surveyor will have information ready from its surveyor by the end of the month.
- c. Employment report – 59.
- d. Water & Sewer – None.
- e. Internship – None.
- f. Additional Update – None
- g. Deputy Director – None

Bookkeeping –

- a. Bank Account Balances – As of September 30th, balance is \$579,745.68.

CD Transfers – A CD to the value of \$182,450.52 became due at Milledgeville State Bank in September. \$115 000 from the CD was deposited at Dupaco Credit Union at a rate of .85% into a CD for 15 months. The LRA could not deposit the full amount at Dupaco, since the LRA has an existing CD with Dupaco. \$50,000 was left deposited in a year-long CD at Milledgeville at .30%, with an additional \$17,000 deposited into the LRA checking account. Another CD will become due on October 17<sup>th</sup> at Dupaco for a total of \$133, 974.55.

b. Cash flow – Income for the month of September was: \$50,549.94

Expenses for the month of June were: \$41,710.08.

A monthly gain of \$8,838.86.

c. Budget Update – Income for YTD is \$273,620 and expenses are \$297,009 for a **negative net income YTD of \$23,389.**

d. Water/Sewer Income vs. Expenses –

\$5,087.65 expenses for the month of September.

Income for the month of September was \$0.

Income YTD - \$9,224.26

Expenses YTD – \$42, 941.14

Deficit YTD = **(\$33,716.88).**

D. Outstanding Invoices – Invoices outstanding for one tenant.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Robinson reported that a 60-day extension on IITC contract was being put in place. The final contract – possibly for three years - should be finalized by

December 6<sup>th</sup>.

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 – None.

B. Tenants – Ms. Martelle reported that there was a possibility that salt would be transloaded and that the salt could be made available to Mr. Raab. Mrs. Martelle added that around 400 railcars would be scrapped. She added that theft and vandalism were still a problem.

C. UMRI Port District – None.

D. USFWS – None.

E. Water/Sewer Operator Update – None.

F. NWILED – Mrs. Martelle, Mr. Smith and Mr. Davies who NWILED board members said that annual meeting was a great success. The NWILED gold outing was cancelled.

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. Hartman seconding the motion which passed unanimously by roll-call vote. The board entered executive session at 3:37 pm.**

**Mr. Hartman made the motion to return to open session, with Mr. McFadden seconding. The motion passed unanimously by roll-call vote at 4:13 pm. The Board returned to open session.**

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

**12. Adjournment – 4:16 pm Mr. Crawford made a motion, seconded by Mr. Hartman, to adjourn the October 6th, 2021 Board of Directors meeting. Motion passed unanimously by roll-call vote.**