

Jo-Carroll Depot LRA Board of Directors  
18901 B Street  
Savanna Depot Business, Industry & Technology Park  
Savanna, IL 61074  
**3:00 p.m., Wednesday, November 19th, 2019**

**1. Call to Order** – Chairman Steve Keeffer called the October 9, 2019 Board of Directors meeting to order at 3:00 pm.

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

Staff present: Mara Roche, Rob Davies. Others present: Attorney Paul Jensen, Tim Schoenig (Water/Sewer Operator), Amiee Martelle (Riverport Railroad), Scott Lombardo, Michael Potempa, Brian Potempa.

**3. Pledge of Allegiance** was recited

**4. Agenda Additions** none

**5. Approval of Meeting Minutes** – Draft meeting minutes for October 9<sup>th</sup> Board of Directors meeting were presented for review. **Paul Hartman made a motion, seconded by Kevin Reibel, to approve the October 9th meeting minutes as presented. Motion passed by voice vote.**

**6. Old Business**

A. Grant Update – Transition Plan: Mrs. Roche said that the final financial report has been submitted for the last grant, while Mr. Davies is finalizing the first report under the new OEA grant.

Mrs. Roche added that she was hopeful that the LRA would receive the results of the recent bathymetry and hydrology studies concluded in the summer.

Also forthcoming is a transitional planning document prepared by Weston which outlines the procedure for merging the LRA and UMRIPD boards and how to deal with their liabilities. Mrs. Roche said she hoped that this document would be available before the December board meeting.

Mrs. Roche added that the LRA would have to request funding for re-use planning of Parcel 20.

The Army is working on the Environmental Impact Study, based on the intended re-use of the parcel.

B. Update on Building 9 progress – Mrs. Roche said that Messrs. Potempa informed the LRA that they had completed their repairs and structural work to Building 9 in accordance with the agreement entered into by Messrs. Potempa and the LRA board. Mr. Robinson and Mr. Hartman did a walkthrough of the building.

Mr. Hartman stated that he thought Messrs. Potempa had completed the work as stated and that he thought the building looked good. He did raise the question of the amount of property to be transferred with the building.

Mr. Michael Potempa stated that he had assumed that the property as platted would be transferred.

The board discussed whether the property should be transferred as platted and it was agreed that the property as platted would be transferred to Messrs. Potempa.

Mr. Hartman made a motion to move forward with documentation to sell Building 9, lot 4, 3.99 acres of Riverview Campus to Messrs. Potempa, based on a previous agreement as it related to fixing the roof of Building 9.

The motion was seconded by Mr. Robinson and passed by voice vote.

## **7. New Business**

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

**B.** Draft Budget: The 2020 Budget was set to be approved. Mrs. Roche said that some changes had been made to the draft budget as discussed at the last board meeting, including the jetting and televising of the sewer line as one of the projects, as well as comprehensive water testing and repairing of the flood pumps.

Items removed included intersection design at I84, Graham Circle road work and sludge pump testing.

Mrs. Roche said that that the projects listed would also be listed as CIP projects for 2020.

Mr. Wright made the motion to approve the 2020 budget as presented, the motion was seconded by Mr. Hartman.

The motion passed by voice vote.

Staff Reports

## 1. Executive Director

a. Report/issues updates – Mrs. Roche said that Mrs. Colleen Callahan, the director of Illinois Department of Natural Resources had visited the LRA and showed great interest in the planned potential barge access in parcel 20 project. Mrs. Roche added that Mrs. Callahan was formerly the director of USDA Rural Development.

LRA staff toured the property with Mrs. Callahan.

Mrs. Roche said that Mrs. Callahan was enthusiastic about the project and encouraged the LRA to work together with all stakeholders once the findings of the studies around Parcel 20 are completed.

Mrs. Callahan said that the ILDNR would be willing to bring stakeholders together to facilitate communication and cooperation around the project.

Mrs. Roche thanked Mr. Lee Trotter from DCEO for setting up the meeting and added that the support of the director of IDNR was invaluable.

Mrs. Roche added she had attended the Inland Maritime Port Executive Program in Granite City. Mrs. Roche said that the training was beneficial and that it covered many aspects of port development.

Mrs. Roche added that she hoped the training facilitators – AIMPE – would be able to provide similar training post-transition.

b. Correspondence – Mr. Lombardo briefed the LRA board about the potential for establishing a renewable energy production facility at the depot. The company in question is called National Energy and produces a coal substitute by upcycling household waste material/garbage. Mr. Lombardo would also brief the UMRIPD board regarding his proposal.

Mr. Lombardo also raised the question of using water on the property for agriculture – in an indoor grow facility/aquaponics operation on his property.

c. Property transfers – Awaiting deeds for three parcels – 3, 8 and 16. See also Building 9.

d. Employment report – October 2019 employment report: 80 employees, October 2018, 104.

2. Deputy Director – Mr. Davies reported that he attended an Illinois Marine Transportation System Plan Steering Committee meeting. Mr. Davies said that the meeting was productive especially as future transportation and commodity trends were discussed.

Mr. Davies added that it was apparent that existing port operators are looking at new opportunities such as container cargo, break bulk cargo and consumer goods to augment (or replace) common commodities – especially coal.

Mr. Davies said that many of the existing port operators would have significant challenges adjusting to the change in operating procedures with the steep declines in coal shipping, while the depot would be in a strong position – as a potential new build – to take advantage of the new trends in maritime shipping.

Mr. Davies added that the LRA is in discussion with the Illinois Department of Transportation to take advantage of potential funding mechanisms to accelerate the strategic planning process for the property and had provided ILDOT with a proposal in this regard.

### 3. Bookkeeping

a. Bank account balances – As of 10/31/19: \$794,990.47

b. CD Transfers – A CD became due on 15/11/19 for \$90 600 at the Milledgeville State Bank. It was not rolled over and will be allocated to a payment for Weston, the majority of which will be reimbursed by OEA. Another CD with Triumph State Bank will become due in December, with a balance of \$127 000.

c. Cash flow – Income for the month of October, 2019: \$2438.25. Expenses for the month of October, 2019: \$24,475,26. The majority of the expenses relate to the new planning project which will be reimbursed, as well as utility expenses related to the running of the flood pumps.

Mr. Lombardo asked whether a solar installation could be used to offset costs related to utilities. Some general discussion followed and Messrs. Potempa said that they would be able to furnish the LRA with a suitable solar energy system.

Mrs. Roche cautioned and added that since the LRA was a public entity, processes would have to be adhered to as well as protocols around RFPs.

d. Budget update – Income to date: \$188,466.68  
Expenses to date: \$340,322.37 FY deficit: **\$-151,855.69.**

e. Water/Sewer Income vs. Expenses – Report forthcoming.

Income to date (as in October): \$10,903.75 Expenses to date: \$44,093.26.

Yearly deficit: **\$-33,189. 51.**

f. Outstanding Invoices – There is one property owners with an outstanding water/sewer invoice.

D. Board of Directors Reports

1. Foreign Trade Zone #271: Mr. Robinson said that the Foreign Trade Zone would meet on 11/20/2019.

2. Jo-Carroll Enterprise Zone: - none

3. Other directors' reports - none

E. Attorney's Report:

- C Street Easement – no update

F. Other new business - none

**8. Reports to the Board**

A. Site Manager / BRAC Environmental Coordinator – none

B. Tenants – Amiee Martelle (Riverport Railroad) reported that they have added additional rail for 150 car spots.

C. UMRI Port District – Mrs. Roche reported that the next UMRIPD meeting was scheduled for 11-20-2019.

D. USFWS – none

E. Water/Sewer Operator Update - Mr. Tim Schoenig reported that an employee of Rescar broke a hydrant and that it will have to be replaced. Rescar have agreed to cover the costs.

F. Guests - none

**9. Public Comments - none**

**10. Executive Session** as permitted for the following under: N/A

**11. Motions from Executive Session, if any - none**

**12. Adjournment – 4:09 pm Mr. Hartman made a motion, seconded by Mr. Wright, to adjourn the November 19th, 2019 Board of Directors meeting. Motion passed by voice vote.**