

Jo-Carroll Depot LRA Board of Directors
Meeting Minutes
3:00 p.m., Wednesday, March 7, 2018

- I. **Call to Order** -The meeting was called to order at 3:08 p.m. by Chairman Steve Keeffer on Wednesday, March 7, 2018 at the Jo-Carroll Depot LRA Conference Room, 18901 B Street, Savanna, Illinois.

- II. **Roll Call** was answered as follows - Present: Don Crawford, Paul Hartman, Steve Keeffer, Kevin Reibel, Ron Smith and Bill Robinson. Absent: Bill McFadden (via phone) and Bill Wright. LRA Staff present: Mara Roche and Angie VanKampen. Attorney present: Phil Jensen via phone. Guests present: Tim Schoenig (W/S Operator) and Mark & Laura Roach (Depot Electric Supply).

- III. **Pledge of Allegiance** was recited.

- IV. **Agenda Additions**-None.

- V. **Approval of Minutes**
 - A. February 7, 2018
A motion was made by Paul Hartman to approve the minutes from the February 7, 2018 LRA Board Meeting, it was seconded by Kevin Reibel. The motion passed by voice vote.

- VI. **Old Business**
 - A. RFP for Building 9 Demolition and Asbestos Abatement Update- Executive Director Mara Roche has sent out the RFP to a few of the Board Members to look over. The Executive Director asked the question to the LRA Attorney Phil Jensen if the LRA can state that Project will not be paying Prevailing Wages. Attorney Phil Jensen researched and came to the conclusion that the LRA can state the Project will not be subject to paying prevailing wages.
 - B. OEA Project Update –Weston Solutions should have a preliminary draft available at the next Board Meeting in April. There will be items still ongoing; the Benthic Study (organisms/species and how they are impacted on the river bottom) and the marketing piece (which can not start until the plan has been presented).
 - C. Notice of Surplus/Notice of Interest-USFWS Parcel 5
The LRA is required to provide direct outreach to homeless assistance providers and has sent out 37 notices to areas agencies which notifies the date of the workshop. The workshop is put on by the LRA for any homeless assistance providers or organizations working with a federal agency for a public benefit conveyance. The

workshop will be held on March 20, 2018 at 1:00 p.m. in the LRA Board Room. At this time, no one has registered for the workshop. Savanna Stables, Scott Lombardo has expressed interest in attending the workshop if there would be potential interested parties to share his property for utilization.

VII. New Business

A. Bills over \$2,500 –None.

B. Mowing Bids 2018-Scott Lombardo had sent an email to Executive Director Mara Roche seeking a response on whether the LRA would want to enter into a multiyear contract for Mowing/Plowing/Grounds Services at which time the contract expires the LRA could purchase the equipment for \$1. The board was interested in seeing what the proposal would look like but would also like to go out for bids for a 1 year contract, as done in the past.

A motion was made by Paul Hartman to proceed with mowing bids as done in the past for the 2018 Mowing Season, it was seconded by Don Crawford. The motion passed by voice vote.

C. Intergovernmental Agreement-Port District and LRA Staffing
LRA Board members and staff Steve Keeffer, Bill Robinson, Mara Roche and Attorney Phil Jensen (via phone) met on February 27, 2018 with Port Authority members Bill Jahnke and Kevin Steir to discuss the need for Administration assistance to the Port Authority from the LRA.

Board Member Paul Hartman suggested the contract be changed to state that either party can modify/terminate with 60 days written notice, instead of 90. Language under section 2 shall state:

- a) Assistance to the Port Authority in their efforts to acquire USFWS Parcel 5 through a public benefit conveyance;
- b) Assistance to the Port Authority with their applications for public and private grants;
- c) Assistance with the development of a port facility within the former Savanna Army Depot;
- d) Assistance to the Port Authority in marketing the property within the former Savanna Army Depot.

Attorney Phil Jensen made the suggestion to include the statement, “as time permits” for the LRA in assisting the Port Authority.

A motion was made by Paul Hartman to accept the Intergovernmental Agreement with the Port Authority with all of the changes made today in the meeting, it was seconded by Don Crawford. The motion passed by voice vote.

D. Staff Reports

1. Executive Director
 - a. Report/issues updates-

~Seed Picking request, Northwest Illinois Prairie Enthusiasts - At the last LRA Board Meeting, the Board decided stick with the same counter proposal as last year with which would require a picking Fee of 20% of gross sales verified by tax returns. 20% could be negotiable. Staff notified NIPE and they replied that the flat rate would not work for them, as they do not sell just one species, it's a mix. We have had no further response.

~SPRISKA Insurance: We received a Notice of Cancellation for our commercial general liability and commercial property policies due to the company no longer writing exposure for water or sewer treatment facilities. We will be without coverage on 4/12/18 Bauer Agency in Stockton is looking into other providers. Staff has also contacted Miner Agency and Broadmoor Agency for quotes on coverage.

~Bluebird Court Plat – roads - Executive Director Mara Roche was provided the Minutes on February 8th for the Zoning hearing on this plat, but the minutes were vague. An original copy of the plat is needed and will be picked up when filing the deeds for 10 & 18, which we should have had by now. More information will be able to be pulled from the courthouse at that time.

b. Correspondence –A letter of resignation was presented from Angie VanKampen as the LRA Board Secretary and Bookkeeper as she has accepted another position. She has agreed to continue part-time until a replacement has been found.

A motion was made by Kevin Reibel to accept with regrets the resignation of Angie VanKampen as the LRA Board Secretary, it was seconded by Paul Hartman. The motion passed by voice vote.

A motion was made by Don Crawford to have Executive Director Mara Roche fill the LRA Board Secretary/Bookkeeper position as deemed necessary, it was seconded by Paul Hartman. The motion passed by voice vote.

~Freight Study Update-There was a meeting on February 26, 2018. Board member Steve Keeffer gave an update on the meeting. The final draft has been put together. Safety improvements on Highway 20, was the main focus. A similar study was also done in Iowa for Highway 30 between DeWitt and Cedar Rapids. The LRAs Barge Study was mentioned and a shout out to the Depot for their process in their own feasibility study. Acquisition

of equipment for the East Dubuque Barge Terminal was the area of focus. Everything will now be compiled into one large report.

Board Member Ron Smith was part of the 16 person committee that went to Springfield on January 30, 2018 to meet with Secretary of Transportation. In the meeting the conditions of the roads were discussed. The Secretary asked when the last road safety study (last one done in 2009). The week of April 23rd will be the kick off meeting for a road safety assessment and looking at a 90 day turn-around for completion.

Executive Director reminded the Board that she had applied for Opportunity Zone status. At this time, no information was available. Likely won't have a response before the next Board Meeting.

c. Property transfers – No transfers.

d. Employment report –February 2018 numbers were 97, same as January 2018 and down from 106 last February.

2. Bookkeeper

a. Bank account balances - As of 3/6/18 is \$1,147,394.20.

b. CD –The next CD due is on 3/21/2018 for \$177,314.37 at the State Bank of Pearl City with an APY .75%.

c. Cash flow –Income for the month of February was \$7,266.94. Expenses for the month of February is \$26,342.43.

d. Budget update –Three months into the FY, income on line AO 72 is \$9833.11. Expenses three months into the FY on line AO 134 are \$91,340.30 for a deficit of **-\$81,507.19**.

e. Water/Sewer-review expenses – Water and Sewer related expenses for the month of February were \$12,812.71 and income was \$6,544.80. Total expenses to date are \$32,982.26. Total income to date is \$6,832.06 for a deficit of **-\$26,150.20** three months into the FY.

f. Outstanding Invoices-Art Dersham 3rd and 4th quarter water and sewer \$470.18 his water has already been turned off/his request. An email and letter have been sent.

D. Board of Directors Reports

1. Foreign Trade Zone #271 –Board Member Bill Robinson stated there was a meeting on February 29, 2018. Bill Hooten is retiring. There was discussion on three possibilities on how to

proceed when he retires. Steve Hugh from Chicago was at the meeting and has bought the old Swiss Colony warehouse in Savanna. Bill Robinson asked Mara Roche if she had a map of the acres of the Depot that are in the FTZ.

2. Jo-Carroll Enterprise Zone – Next meeting April 4, 2018.

3. Other directors' reports –

E. Attorney's Report - No report.

F. Other new business - None.

IX. Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – No updates provided. Still waiting for the signed deeds and UECA from the Army for 10 & 18.

B. Tenants – Mark Roach attended the Washington Township meeting earlier this week. The next day Mark Roach went to the courthouse to inquire about the deeds of B & C Streets. He stated, "Those two streets are not entered into the book of deeds, they are not recorded. The plat is in plat book 2, in the 349 section. Some people from the back office came out and looked everything over, because the streets are not recorded, the plat does not meet the plat act, therefore there is some serious issues with the plat and the roads, so I just wanted to bring you up-to date on that. There was much discussion with Jeremy at the Carroll County Zoning office and also the recorders office. Carroll County requirements for accepting a subdivision require the roads to be upgraded and there's many issues with that as well, one of them being no partial streets, the county township road commissioner, which they said they did not sign it, and the county...Jeff Vandendooren, he had not signed off.. And it is not recorded and has not been signed off on. What he has to sign off on is that the road does meet the requirements so you're not dumping a road onto the tax payers. It's gotta have petro mat, crushed rock and it does have to be asphalt, I don't care where it goes, I just know it's getting pomeled from the weight of truck drivers and delivery trucks. That is just something that could kind of get addressed or at least an answer to."

Board Chairman Steve Keeffer stated that it is something we need to dig into. Attorney Phil Jensen, "I don't think anybody here has ever denied that the road must be up to specifications as a precondition to acceptance, but I think that is an entirely different issue." Steve Keeffer, "I don't think the township can say no, to be honest, that's just how I understand it. Putting on my other hat, you draw up a subdivision plat, the highway commissioner, the township commissioner certainly have the right to public testimony, and ultimately the county board approves that subdivision plat and requirement of the developer is to bring the road up to specifications. I don't know off the top of my head what the specifications are."

Mark Roach had the information under line item 8.

Steve Keeffer stated that just because the highway commissioner does not want the road, he cannot refuse to sign the document. Attorney Phil Jensen stated that it is a discretionary vs. administrative act. Steve Keeffer, "if it was done right in the first place, we wouldn't have this." So this could go back in front of the planning commission of the county board.

Mark Roach's question, "Is it the interest of this board to bring the road up those specifications required?" Steve Keeffer, yes it was our intention in the first place.

Mark Roach, that's really my issue is the potholes and getting ripped up. It was when Butt Construction came in and tore down the barracks for the Army, they really ripped them up.

Board Member Ron Smith asked if the Army is responsible for the road repair. Executive Director Mara Roche stated that the Army requires their contractor to restore back to the original condition that was documented prior to their demolition contractor starting the project. The Army feels this was taken care of but we can ask again.

Mark Roach said one of the outstanding questions in that discussion at the courthouse is does that leave the parcel that was transferred to me later kind of to the north of us that may also not meet the plat act.

Phil Jensen asked how many acres.

Mark Roach-the parcel is 1.5 acres.

Phil Jensen-does it adjoins yours?

Mark Roach-That was another discussion, corrected, yes it adjoins mine, but it was already recorded as a road as having access. So I would like either in the end if you abandon that road an easement drawn in C Street to access that parcel. Kind of my real interest.

Steve Keeffer, "my question to you, if you have staff at the courthouse telling you this was never done right in the first place, then why did they record it?"

Mark stated it was a surprise to them when they opened the books to look at the roads and the roads weren't recorded.

The attorney and Steve Keeffer will dig into this. Executive Director Roche will pull information when she is at the courthouse recording the deeds for 10 & 18, when we receive them from the Army.

C. UMRI Port District –None.

D. USFWS –None.

E. Water/Sewer Operator Update –PDC was here today and dropped off the control cabinet for the flood pumps. They will be installed next week. January 20, 2018 Tim took the air control valve out and cleaned it to check with pressure at Flickinger/Armstrong's. Tim spoke with Max Purchis and asked about his pressure (he is neighbors with the Flickinger/Armstrong). Max stated for as long as he can remember, he has lost pressure with the cold water. Roach's also lose pressure at

their residence. There was more discussion on doing a draw down with input from Peerless. The issue of the smell and color of the water was also discussed. Roach's stated they go through at least 4 filters per month, but they run the water continuously. Board member Paul Hartman spoke about contacting the EPA. WS Operator Tim Schoenig stated the EPA will not come down, the LRA system is not under their jurisdiction. The hydrants are flushed every month, except during the winter. Laura Roach asked if water could run for 6 months without being charged for the extra water. Executive Director Mara Roche stated in the WS Policy, you can let the LRA know you are running the water and an average is taken from previous years to adjust the bill, but it may only refer to the winter months. Can we keep hydrants open to keep the system flushed to help with the quality? This will likely increase the utility bill

F. Guests –None.

X. Public Comments - Board Member Ron Smith asked about the for sale sign at the Roach property. Mark Roach stated that he has a few properties here for sale. Board member Paul Hartman asked if he was selling the property that allows access to his other property as access was one of the reasons you wanted the property in front, to build your own access to your building. Mark Roach stated no, he is looking at his options and trying to figure out the B & C Street problems. A discussion with Washington Township, if they were forced to take the road, then they would leave it as gravel. Board member Ron Smith asked about access to other properties. Mark Roach said yes that could be a problem. If the road (C Street) wasn't recorded, the Washington Township could vacate it and stated they would vacate it to me (Mark Roach), but that has no bearing to me as to selling the property out front. My biggest issue is with Upper Mississippi River International Port District ordinance 217-1 with some of the things that the port wants to do. If I wanted to build another 5,000 sq ft building, they would charge \$1,000 to submit a plan. Several LRA members stated this has not passed. Mark Roach went on to list other things in the ordinance. McCombie was supposed to stop by and have a discussion on how to keep businesses from moving out of Illinois, she didn't show up. I think the best thing right now is that bridge being shut down for a few months. Mark Roach stated, some of the things going on are concerning to me, I try to focus on my business, making money and growing my business. I try to leave the chatter out, but the chatter is becoming louder and louder and concerning. Laura Roach stated that their business is being held back right now due not being able to buy property and the Port District. Mark Roach has talked to representatives from the Department of Interior there is a lot of interest/emphasis with the Port District. He then asked when the last time a Port District was allowed to put up within refuge. It has only happened once, in Alaska. Steve Keeffer then stated once the Reuse Plan is in effect, then sale

of property with a business plan will be able to happen again. Mark Roach asked about 100 1 acre lots that were to be sold as residential. Executive Director Mara Roche stated that this was not done due to the Army not agreeing to clean to residential levels. She also stated that there is residential allowed in the PUD. Mark Roach was stating from the original reuse plan from 2009. The original plan was basically thrown out by the Army due to environmental remediation and no market. Jeremy from Carroll County Zoning told Mark Roach there is no room left in the PUD for residential based on the percentages. "I would not be able to build a brand new house here at the depot." B-1 property under Carroll County Zoning is very tough. Executive Director Mara Roche reminded all that zoning can be changed and has been changed in the past.

XI. Executive Session as permitted for the following under:

5 ILCS 120/2 (c) (6). The setting of a price for sale or lease of property owned by the public body.

XII. Motions from Executive Session, if any - Executive Session not entered.

XIII. Adjournment

A motion to adjourn the meeting was made by, seconded by Kevin Reibel. The motion passed by voice vote. The meeting was adjourned at 4:46 p.m.

Angie VanKampen, LRA Board Secretary