

Jo-Carroll Depot LRA Board of Directors  
18901 B Street  
Savanna Depot Business, Industry & Technology Park  
Savanna, IL 61074  
**3:00 p.m., Wednesday, July 27th, 2021**  
**Zoom Meeting**  
**<https://us02web.zoom.us/j/5791926975>**  
**Meeting ID: 579 192 6975**

- I **Call to Order** – Chairman Steve Keeffer called the July 27th, 2021 Board of Directors meeting to order at 3:00 pm.
2. **Roll Call** – was answered as follows: Present – Steve Keeffer, Kevin Reibel, Paul Hartman, Ron Smith, Bill McFadden, Don Crawford, Bill Wright, Bill Robinson

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle, Bill Sindlinger (Midwest 3PL legal counsel), Barry Steinberg (Kutak Rock), Emily Legel (NWILED), Linda Balcom (Balcom Environmental), Kevin Stier (UMRIPD), Lance Larsen (Odyssey Bioenergy), Laura Roach (Depot Electric Supply).

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 June 5<sup>th</sup> were presented for review. **Kevin Reibel made a motion to approve the minutes. Bill Robinson seconded. Motion passed by roll-call vote.**
6. **Old Business**

A. Grant Update – Mrs. Roche reported that LRA staff attended the annual Association of Defense Communities conference in Washington D.C. earlier in July. During that timeframe staff met with the Director of OEA and our project manager to discuss an outstanding issue on the Homeless Assistance submission which was holding up the latest OEA grant application.

Mrs. Roche reported that the Director has provided staff with a solution and that the grant has been completely uploaded. Additionally, salary increases to bring staff salaries in line with other LRAs were discussed, as well as the possibility of reducing the 10% match due to the delay in property transfer and the fact that the LRA met that match in previous grants.

Mrs. Roche said that reducing the match would help extend LRA finances for a few more years and completely covers staff salaries. Mrs. Roche said staff would like to request that the LRA match for this grant be \$1,000. If agreed the budget justification will be amended.

Mrs. Balcom added that offering a \$500 match initially would be a good strategy, as OEA would then settle on \$1000 and not a higher number. Mrs. Balcom said she felt that this would be acceptable to OEA and that it would set a precedent for further grants.

Mr. Keeffer asked whether a motion or resolution would be required. Mrs. Roche said that board consent would be sufficient. The board indicated their consent.

Mrs. Roche added that the LRA has also been working on an application to the US DOT MARAD for an alternative energy project. The LRA has been soliciting Letters of Support for the project and will include those as part of the application if needed.

- B.** Transition Planning Update – No update. Mrs. Roche reported that Mr. Barry Steinberg has suggested a meeting in the near future to walk through the BRAC process with both boards as an educational component to transition planning.

Mr. Stier added that LRA staff have been helpful in working on grants submitted by the Port Authority.

## **7. New Business**

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

## **Staff Reports**

### **1. Executive Director**

- 8.** Report/issues updates – Mrs. Roche reported that a fire hydrant in the G Area had been knocked over by a truck servicing Midwest 3PL. Mrs.

Roche asked the board if they wanted to remove or replace the hydrant. There are a number of hydrants in the area and the water and sewer operator didn't think removing the hydrant would be an issue. Midwest 3PL has asked that it be removed to prevent another instance in the future.

**Paul Hartman made a motion to remove the hydrant. Kevin Reibel seconded. Motion passed unanimously by roll-call vote.**

a. Correspondence – Jo Daviess Orthophotography Participation

Jo Daviess County recently did a flyover and are offering the LRA the data to upload onto our GIS system for half of their cost per tile. There are 16 tiles that we can utilize as the layover on our GIS system at a cost of \$16.35 per tile for a total of \$261.60. JDC would need need authorization to sign the intergovernmental agreement for the digital orthophotography project. The LRA will then send those files to MSA who maintains our GIS for upload.

Mr. Reibel said he would find out about the same Carroll County data.

**Bill Robinson made a motion to remove the hydrant. Paul Hartman seconded. Motion passed unanimously by roll-call vote.**

b. Property transfers – The deed for parcel 16A would go to Midwest 3PL for filing within the next week or two. The next Parcel the Army is working on is Parcel 8, which will go to Midwest 3PL. The LRA hopes to have Parcel 8 transferred this fiscal year. Mrs. Roche added that the legal for the access road should be going to the Army within the week.

c. Employment report – June 2021 – 60.

d. Water & Sewer – None.

- e. Internship – None.
- f. Additional Update – None
- g. Deputy Director – None

Bookkeeping –

- a. Bank Account Balances – As of June 30th, balance is \$611,643.54.

CD Transfers – The next CD will renew in September for \$182,450.52

b. Cash flow – Income for the month of June was:  
\$78,999.74.

Expenses for the month of June  
were: \$29,590.51.

A monthly gain of \$49,409.23.

c. Budget Update – Income for YTD is \$221,524.79 and  
expenses are \$209,878.49 for a **positive net income  
YTD of \$11,646.30.**

d. Water/Sewer Income vs. Expenses –

\$6,023.63 expenses for the month of June. Insurance for the year was 2,141.50.

Income for the month of June was \$1,392.70.

Income YTD - \$9,224.26

Expenses YTD – 31,878.88

Deficit YTD = **(\$22,654.62).**

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Mr. Robinson reported that a subcommittee was working on a new contract for IITC, with help from Mr. Jensen.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen reported that a meeting was held in July between ILDoT, Carroll County, the Department of the Army and LRA representatives. Mr. Jensen said that no further meetings had been scheduled

and that ILDoT had taken no action at this time. Mr. Jensen opined that once a legal description of the roadways was completed the matter would revert back to the County and LRA, hence ILDoT's inaction.

Mr. Jensen added that Mr. Scott Sullivan had been retained as legal counsel by Eagle's Landing/Midwest 3PL and that Mr. Jensen and Mr. Steinberg had met on numerous occasions with Mr. Sullivan. Mr. Jensen added that the LRA has been expecting engineering documents on a possible road alignment and costs and that Mr. Sindlinger (Midwest 3PL legal counsel) would send the documents to the LRA within a week.

Mr. Jensen added that he was cautiously optimistic that there would be a good faith resolution now that the information as requested was imminent.

D. Other new business – None.

## **8. Reports to the Board**

A. Site Manager / BRAC Environmental Coordinator – No updates, but Mrs. Roche reported that staff met with the BRAC office and their attorney. The LRA would also be included in the BRAC office's monthly environmental call.

B. Tenants – Ms. Martelle noted that barbed wire was removed from an area where members of the public were accessing Fish and Wildlife property. A new fence has been constructed with railroad ties.

Mrs. Martelle added that the ownership group of Riverport Railroad visited the depot and that the visit went well.

C. UMRI Port District – Mr. Stier said that the UMRIPD had been working on grants in conjunction with LRA staff.

D. USFWS – None.

E. Water/Sewer Operator Update –

The policy proposed to be amended requires anyone dumping waste into the LRA's sanitary sewer system to follow the EPA method for PFAS sampling. Contractors (or others discharging into the sewer system) are required to provide the LRA with all of the analytical results proving no PFAS contaminants into the sewer system. It also ups the fee for discharge into the sewer system from \$100 to

\$350 per event.

Resolution 38 was created to amend the policies for the use of the sanitary sewer system at Savanna Industrial Park.

**Bill Wright made a motion to adopt Resolution 38 to amend the policies for the use of the sanitary sewer system at Savanna Industrial Park. Paul Hartman seconded. Motion passed unanimously by roll-call vote.**

NWILED – Ms. Legel provided an update of NWILED activities. Mrs. Martelle also mentioned the NWILED Golf Day.

F. Guests – Mrs. Martelle wanted to know if the board would meet on August 4th. Mr. Keeffer said that it may be better to host a meeting in September and call a special meeting if need be in August.

**Mr. Robinson made a motion to postpone the August meeting to September, with the proviso that a special meeting could be scheduled for August if the need arose. Mr. Wright seconded. The motion passed unanimously by roll-call vote.**

**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 3:56 pm.**

**Mr. Wright made the motion to return to open session, with Mr. Hartman seconding. The motion passed unanimously by roll-call vote at 4:39 pm.**

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

**12. Adjournment – 4:42 pm Mr. Robinson made a motion, seconded by Mr. Hartman, to adjourn the July 27th, 2021 Board of Directors meeting. Motion passed unanimously by roll-call vote.**