

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074
3:00 p.m., Wednesday, September 4th, 2019

- 1. Call to Order** – Chairman Steve Keeffer called the September 4, 2019 Board of Directors meeting to order at 3:01 pm.
- 2. Roll Call** – was answered as follows: Present – Don Crawford, Paul Hartman, Steve Keeffer, Bill Robinson, Bill McFadden. Absent – Kevin Reibel, Ron Smith, Bill Wright. Staff present: Mara Roche, Rob Davies. Others present: Attorney Phil Jensen, Tim Schoenig (Water/Sewer Operator), Emily Legel (NWILED), Amiee Martelle (Riverport Railroad), Scott Lombardo.
- 3. Pledge of Allegiance** was recited
- 4. Agenda Additions** none
- 5. Approval of Meeting Minutes** – Draft meeting minutes for January 8, 2019 Special Meeting and August 7, 2019 Board of Directors meeting were presented for review. **Bill McFadden made a motion, seconded by Bill Robinson, to approve the January 8, 2019 and August 7, 2019 meeting minutes as presented. Motion passed by voice vote.**
- 6. Old Business**
 - A. Grant Update – Parcel 20 Reuse Planning: Weston’s sub consultants were out last week looking at the hydraulics and bathymetry utilizing sonar to map access to the main channel as part of the pre planning measures for reuse of Parcel 20. Also, as part of this grant funding was received to do a Transitional Planning document. Weston will be here next Tuesday - Thursday and would like to schedule one on one meetings with all LRA Board members and Port Authority board members.
 - B. Update on Building 9 progress – Board members Paul Hartman, Bill Robinson, and staff members performed a walk-thru on August 17th to view progress. Board member Paul Hartman and Bill Robinson performed another check of the building prior to the board meeting today. They have concerns there is potential asbestos in the building that may become disturbed and want to ensure that it will be and/or has been handled and disposed of in the correct manner. There was a lengthy discussion on steps that would need to be taken to ensure safe

disposal if any of the material was or will become disturbed as part of this first step of renovation. **Paul Hartman made a motion, seconded by Bill Robinson, to have Attorney Jensen and staff provide notice in writing asking for verification that if asbestos has been disturbed that it was lawfully removed or still on the premises. Motion passed by voice vote.**

7. New Business

A. Bills over \$2,500: General Liability insurance through Bauer Agency: \$5,918. We also have the opportunity to pre-purchase LP under a flat price contract. 3,000 gallons at \$1.17 per gallon will be \$3,510. We will actually be reimbursed for this expense as the LP is part of the Facility Lease payment received from the Army. Paul Hartman made a motion, seconded by Bill McFadden, to approve a bill to Bauer Agency for \$5,918 and Carroll Service Company for \$3,510. Motion passed by voice vote.

B. Staff Reports

1. Executive Director

a. Report/issues updates – During the asset removal by Eagle River Railcar of Rescar items, Eagle River Railcar was made aware they were not authorized to remove the water meter. Not only did they remove the water meter, they severed the line below the ball valve of the service line while doing so. They will be billed for the meter and 18,000 gallons of water due to the severance of the 2" water line. Totals were received by the meter at the sewer treatment plant.

Illinois Marine Transportation System Plan – Steering Committee Meeting: Staff members attended the meeting held in Peoria. This planning is through the Illinois DOT which also has funding available for the Port for some master/strategic funding. The LRA will work through their intergovernmental agreement with the Port and submit that application for them.

b. Correspondence – none

c. Property transfers - none

d. Employment report – August 2019 employment report: 80 employees. There has been a loss in employment due to the Eagle River Railcar purchase of Rescar assets. Rescar will be keeping a mobile crew on site.

2. Deputy Director – Rob Davies reported on some mapping projects and ports master planning for the state through the Illinois Department of Transportation. They are currently looking at all Port Districts and their opportunities within the State of Illinois. Illinois DOT will be visiting the site to look at the potential development opportunity and how that can tie into their future planning. We want to make sure any port development here would be state of the art and sustainable

development. Rob has started some leg work with some not for profits and other organizations on how to formulate a game plan.

3. Bookkeeping

a. Bank account balances – As of 8/31/19: \$838,743.86

b. CD Transfers – Next CD matures at 9/13/19 at the Milledgeville State Bank. Current balance on the CD is \$203,825.50. Current rate is .75% APY Staff will research current rates on the date of maturity.

c. Cash flow – Income for the month of August, 2019: \$2,284.78 Expenses for the month of August, 2019: \$36,743.99 larger expenses for the month include \$5,918 – insurance; \$3,326.40 – mowing; Parcel 20 Reuse Planning Project which will be reimbursed \$11,988.78

d. Budget update – Income to date: \$178,409.91
Expenses to date: \$287,432.04 FY deficit: **\$-109,022.13**

e. Water/Sewer Income vs. Expenses – Income for the month of August 2019: \$1,809.78 Expenses for August 2019: \$3,885.95 – electricity for the month was \$2,317.26
Income to date: \$8,199.24 Expenses to date: \$39,305.34
Yearly deficit: **\$-31,106.10**

f. Outstanding Invoices – There are two property owners with outstanding water/sewer invoices.

D. Board of Directors Reports

1. Foreign Trade Zone #271: no update
2. Jo-Carroll Enterprise Zone: meeting in October
3. Other directors' reports - none

E. Attorney's Report: no report

- C Street Easement

F. Other new business - none

8. Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – The draft deed for LRA Parcel 3C is being reviewed by HQ USACE in preparation for signature.

The Army is working the USACE Mobile district to prepare the environmental assessment along with archeological survey at LRA parcel 20 (formerly USFWS parcel 5)

Work has begun on the remediation at site 90 landfill cap at LRA parcel 13 including tree and stump removal.

B. Tenants – Amiee Martelle (Riverport Raildroa) reported they are installing another mile of track near the water tower which can hold an additional 150 cars.

C. UMRI Port District – no meeting held

D. USFWS – none

E. Water/Sewer Operator Update - Tim reported there is an electric utility pole at the sewer treatment plant that is an original pole and is rotted. Jo Carroll Energy provided an estimate for replacement at \$1,440. Tim will also get an estimate from Electric Services out of Clinton. Riverport Railroad does have leftover treated utility poles that we can purchase and the contractor can replace.

Bill Robinson made a motion, seconded by Paul Hartman, to accept the lowest bid for the pole replacement. Motion passed by voice vote.

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

12. Adjournment – 3:58 pm Bill McFadden made a motion, seconded by Paul Hartman, to adjourn the September 4, 2019 Board of Directors meeting. Motion passed by voice vote.

Reminder that the next LRA meeting has been rescheduled for October 9th due to staff attendance at the Association of Defense Communities Reuse Forum.