Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074

3:00 p.m., Wednesday, March 4th, 2026

JCDLRA Board Room

Zoom Meeting
https://us02web.zoom.us/j/5791926975
Meeting ID: 579 192 6975

I. **Call to Order –** Chairman Steve Keeffer called the March 4th, 2026 Board of Directors meeting to order at 3:00 pm.

2. **Roll Call –** was answered as follows: Present – Steve Keeffer, Bill Robinson, Kevin Reibel, Tim Wand, and Susan Jacobs.

Staff present: Mara Roche, Rob Davies.

Others present: Amiee Martelle (Riverport Railroad), Linda Balcom (Balcom Environmental), Sara Renkes (Carroll County), Scott Sigman (EASE), Brian Potempa (Ka-Ching/Twin Image Design), Steve Potempa (Ka-Ching/Twin Image Design), Michael Potempa (Ka-Ching/Twin Image Design), Katie Herrig (JCE Co-Op), Steve Ludwig (JCE Co-Op), Todd McManus (Midwest 3PL)

3. **Pledge of Allegiance** was recited.

4. **Agenda Additions** – "Riverview Campus Lots 1 and 2" mentioned under the Director's Report should instead read "Riverview Campus Lots 2 and 3".

5. **Approval of Meeting Minutes** – Draft meeting minutes of the February meeting were presented for review.

Mr. Robinson made a motion to approve the minutes. Mr. Reibel seconded. Motion passed unanimously by voice vote.

6. JCE Co-Op Fiber/Phone Presentation – Katie Herrig and Steve Ludwig of JCE Co-Op provided a presentation on the work being done at the Depot. Mr. Ludwig provided information on the temporary electric load curtailment scheduled for March 10th. Mr. Ludwig explained that this was necessary as JCE Co-Op needed to replace three key areas, as the current poles have the minimum ground line strength and need to be replaced in order to provide future safe and reliable service. Mr. Ludwig explained that with the curtail, businesses would be able to do standard office work, but any large energy load work should not be performed. Ms. Herrig provided an update on the current fiber installation being performed at the depot. Ms. Herrig stated that not only would fiber internet be available, but also phone service and security service. Ms. Roche asked if tenants would be able to port over their current number if they decide to switch service, to which Ms. Herrig responded that numbers would be able to be ported over. Should users decide to switch, they would just need to provide a current phone bill to JCE Co-Op.

7. Old Business

A. Grant Update – The LRA and Carroll County partnered and applied for a BUILD grant (Better Utilizing Investments to Leverage Development) – U.S. Department of Transportation. The application was submitted on Monday, February 23rd under the LRA and includes rebuilding the access road from Hwy 84 to Main Avenue as well as structural improvements to the Apple River Bridge under Carroll County and improvements to the LRA's truck route including expanded turning radius, lighting, security and a truck staging area. The minimum award size is $1M, and the maximum award size is $25M. The projected cost is $13.6M. Award recipients are expected to be announced in the June/July timeframe. Discussion followed.

B. Depot Display Agreement: No update.

8. New Business

A. Bills over $2,500: - Foth – BUILD Grant - $14,412.20 which will be reimbursed by OLDCC.

Ms. Jacobs made a motion to approve the payment to FOTH in the amount

of $14,412.20 for BUILD Grant Assistance. Mr. Robinson seconded. Motion passed unanimously by roll-call vote.

B. Staff Reports

1. Executive Director:

a. Report/issues updates –

i.) Lift the moratorium on sale of Riverview Campus Lots 2 and 3.

Mr. Reibel made a motion to lift the moratorium on sale of Riverview Campus Lots 2 and 3. Ms. Jacobs seconded the motion.

Brian, Michael, and Steve Potempa (Ka-Ching/Twin-Image Design) expressed concern about the sale of Riverview Campus Lots 2 and 3 to UMRIPD. Due to the access easement between their parcel and lot 2 they feel they will not be able to properly secure their property with shared access. This concern has been brought up to Ms. Roche on several occasions over the years and she advised them to write a letter to the board with their concerns so it could be addressed. The board did not receive any correspondence regarding the matter. Steven Potempa also voiced his displeasure with the sale of Lots 2 and 3 to the UMRIPD stating they have had plans for those lots for years and even made a presentation to the UMRIPD in the past. Ms. Roche asked if there were any agreements for the property that the board is unaware of prior to voting. Steve Potempa stated there was no agreement other than a gentleman's agreement. Mr. Potempa requested the LRA hold on the sale of the Lots until the next meeting. And if the moratorium is lifted this meeting he would purchase Lots 2 and 3. Mr. Keeffer asked that they reserve their comments until the Tenant comments section. Discussion followed regarding the plat and easement.

Motion passed unanimously by roll-call vote. Mr. Keeffer reminded all that discussion during a vote is for board members, not tenant or public comments.

ii.) Resolution 40: Signatory Authorization for Property Sale to UMRIPD

Mr. Reibel made a motion to give Ms Roche Signatory Authority for the property sale of Riverview Campus Lots 2 and 3 to UMRIPD. Ms. Jacobs seconded the motion. Motion passed unanimously by roll-call vote.

iii.) Sale of Riverview Campus Lots 2 and 3 to UMRIPD – Mr. Keefer explained the appraisal process for the property. Discussion continued and Mr. Keeffer stated if changes were needed to the plat, it could be added to the UMRIPD agenda. They just need to ask to get it on the agenda.

Ms. Jacobs made a motion to approve the sale of Riverview Campus Lots 2 and 3 to UMRIPD. Mr. Reibel seconded the motion. Motion passed unanimously by roll-call vote.

iv.) 2026 Mowing - The LRA has had a contractual relationship with Johnson's Lawn Care out of Savanna since 2021. The cost for 2026 would be $1,050 per mow. There will be a small increase of about 3-4 acres mowed.

Mr. Robinson made a motion to contract with Johnson's Lawn Care for the 2026 mowing season at the price of $1050 per mow. Mr. Reibel seconded the motion. Motion passed unanimously by roll-call vote.

b. Caretaker Agreement – Ms. Roche noted that the San Antonio contracting office will be sending out an RFP for the LRA's caretaker duties and it is anticipated that office will be in contact with the LRA within the next 4-6 weeks .

c. Correspondence – None.

d. Property transfers – Ms. Roche noted that the Army is continuing to work on the transfer of Parcel 8. Discussion followed.

e. Employment report – 86.

2. Deputy Director – Mr. Davies provided an update on the DOE and DCEO grants.

3. Bookkeeping

Bank Account Balances – As of February 28th total cash on hand: $100,290.55. A CD will become due in April. The LRA is awaiting reimbursement from the DOE for the amount of $53,067.44.

a. Cash flow – Cash flow for the month of February:

   Income: $475.00
   Expenses $53,714.31

b. Budget - Year to Date:

   Income: $192,793.00.
   Expenses $197,514.05.
   Loss of $4,721.05.

c. Water/Sewer Income and Expenses:

   February Income: $0

   February Cost: $7,207.55

   YTD: Cost $18,768.02
   Income YTD: $0.00.

   YTD deficit of $18,768.02. Actual loss $13,729.02

D. Outstanding Invoices – None.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – The first quarter meeting was February 18th.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – None.

G. Other New Business – None.

9. Reports to the Board

A. Site Manager / BRAC Environmental Coordinator –
Parcel 20 – Draft EIS - A final legal determination was made based on a recent Supreme Court decision, and the Army will not include the UMRIPD draft Port Master Plan of adjacent development impacts into the Parcel 20 EIS.
Parcel 8 – Property Transfer - The environmental Covenant comments from IEPA and USEPA have been addressed and returned to legal and the agencies for backcheck.
RAB Meeting - The Army did not disband the Restoration Advisory Board (RAB) and a letter was sent to all members and stakeholders to let them know the RAB will likely reconvene in April. Formal notice will be released prior regarding the date, place and time.
Installation Wide PFAS Investigation – PFAS work is being coordinated with BRAC and the regulators for scoping a contract with a goal for the contract to be awarded in the 4th quarter FY26. A study of potential for PFAS into the potable water service at SVDA is underway. The contractor will be gathering information from the installation in the coming weeks.

B. Tenants – Ms. Martelle provided an update.

C. UMRI Port District – Mr. Keeffer provided an update. The UMRIPD Board meeting will be March 5th at 1 p.m.

D. USFWS – No Update.

E. Water/Sewer Operator Update – Ms. Roche provided an update regarding the SCADA system.

F. Guests – None.

10. Public Comments – None.

11. Adjournment – **Ms. Jacobs made a motion to adjourn the meeting. Mr. Reibel seconded. The motion passed unanimously by voice vote.**

The meeting adjourned at 4:29 pm.