

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

**3:00 p.m., Wednesday, October 30th,
2024**

JCDLRA Board Room

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

- 1. Call to Order** – Chairman Steve Keeffer called the October 30th, 2024 Board of Directors meeting to order at 3:00 pm.
- 2. Roll Call** – was answered as follows: Present – Steve Keeffer, Ron Smith, Bill Wright, Kevin Reibel and Bill Robinson. Susan Jacobs was not present. Bill McFadden’s position is now vacant following his passing away in September.

Staff present: Mara Roche, Rob Davies

Others present: Max Purchis (Tenant), Linda Balcom (Balcom Environmental), Ed Britton (USFWS), Amiee Martelle (Riverport Railroad) and Sara Renkes (Carroll County Engineer), Scott Sigman (Il Soybean Association) via Zoom.

Attorney Phil Jensen was present via Zoom.

- 3. Pledge of Allegiance** was recited.
- 4. Agenda Additions** – None.
- 5. Approval of Meeting Minutes** – Draft meeting minutes of the September 4th meeting were presented for review.

Kevin Reibel made a motion to approve the minutes. Bill Robinson

seconded. Motion passed unanimously by voice vote.

6. Old Business

- 7. Grant Update – Ms. Roche noted that the old OLDCC is in the process of being closed out. She added that the additional consultants would be selected for the new grant.
- 8. Transition Update – No update, but the process was being funded through the new OLDCC grant again.
- 9. New Business
 - A. Bills over \$2,500: None.

Staff Reports

10. Executive Director:

Report/issues updates – RFP Responses and selection of selection of consultants.

Ms. Roche noted that directors have in their packets a copy of the RFP that was advertised, as well as the responses received. Ms. Roche gave the board background information on all the firms/entities that had responded to the RFP under the following categories: grant writing specialist; strategic planning, coalition building and communications; environmental advisory services and transition support; specialized legal; water, wastewater and storm sewer report/analysis; and deputy director.

Mr. Wright made a motion, seconded by Mr. Robinson to select the following firms/entities for service provision to the Jo-Carroll LRA.

Mercury and Foth Engineering for Grant Writing Specialist.

Mercury for Strategic Planning, Coalition Building and Communications.

MSA for Water Wastewater and Storm Sewer Report/Analysis.

Barnlight Marketing for Deputy Director position.

Balcom Environmental for Environmental Advisory Services and Transition Support.

Kutak Rock for Specialized Legal Services.

The motion passed unanimously by roll-call vote.

Ms. Roche added that a service provider for snow plowing would need to be approved. Discussion followed. Ms. Roche noted that Ryan Raab had delivered good service to the LRA last winter.

Mr. Reibel made a motion, seconded by Mr. Smith to retain Ryan Raab for snow plowing at the same rates as 2023. The motion passed unanimously by roll-call vote.

A. Correspondence – Ms. Roche noted that correspondence had been received from the Department of the Army for use of LRA property for a training exercise. Discussion followed.

Mr. Wright made a motion, seconded by Mr. Smith to approve a Land Use Agreement with the United States of America. The motion passed unanimously by voice vote.

B. Property transfers – None.

C. Employment report – 67.

D. Water & Sewer – None.

E. Internship – None.

F. Additional Update – None.

G. Deputy Director – None.

Bookkeeping

Bank Account Balances – As of September 30th total cash on hand: \$124,852.26

- a. Cash flow – Cash flow for the month of September: Income: \$117,260.34
Expenses \$78,318.83 for a monthly gain of **\$38,941.51**

b. Budget - Year to Date: Income \$502,350.33
Expenses \$526,673.45
Deficit of **\$24,323.12**

c. Water/Sewer Income and Expenses:

September Income: \$381.26
September Expenses: \$3,489.34

Year-to-date:

Expenses: \$61,461.33
Income: \$10,981.08

Deficit of **\$48,216.97**

D. Outstanding Invoices – Four tenants are past due on their accounts, notices have been delivered. Discussion followed.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – A meeting will be held in November.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – A termination agreement for ownership of the Water & Sewer System by Riverport Railroad was prepared. On October 9th the agreement was signed. This will allow the LRA to pursue grants for upgrading the system.

G. Other New Business – None.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – None.

B. Tenants – FRA Hazmat team visited. Tie-work is tamped and regulated.

- C. UMRI Port District – The revised funding agreement has been executed by IL DoT. Work on the CIP grant will commence soon. Discussion followed.
- D. USFWS – Mr. Britton noted that the USFWS disabled and youth hunts will take place on November 15th and 22nd, respectively.
- E. Water/Sewer Operator Update – None.
- F. NWILED – None.
- G. Guests – None.

- 11. Public Comments – Mr. Wright noted the passing of Mr. McFadden, who had served on the LRA board for more than two decades. Mr. Wright paid tribute to Mr. McFadden, noting his personability, professionalism and kindness. Mr. Wright's sentiments were shared by Mr. Jensen and all the other board members.
- 12. Executive Session – None.
- 13. Adjournment – **Mr. Reibel made a motion to adjourn the meeting. Mr. Smith seconded. The motion passed unanimously by voice vote.**

The meeting adjourned at 4:10 pm.