



Upper Mississippi River International Port District

3651 Crim Drive, Savanna, IL

BOARD MEETING MINUTES

Date: June 12th, 2025

Time: 13:00 CDT

Location: Board Room
3651 Crim Drive
Savanna, IL 61074

I. Call to Order

A roll call was held. Commissioners Steve Keeffer, Ken Sandy and Jeff Doran were present.

Commissioner Wand was not present. A quorum was met.

The meeting was called to order at 1:00 pm.

Guests in attendance were Julie Bickelhaupt (Carroll County Board Chair), Sara Renkes (Carroll County Engineer), Ed Britton (USFWS), Scott Sigmann (EASE), Linda Balcom (Balcom Environmental), Aimee Martelle (Riverport Railroad). UMRIPD staff, Mara Roche and Rob Davies were present.

II. Approval of the Agenda

Commissioner Doran motioned to approve the meeting agenda, seconded by Commissioner Sandy, approved by voice vote unanimously.

III. Approval of May Meeting Minutes

Commissioner Sandy motioned to approve the May meeting minutes, seconded by Commissioner Doran, approved by voice vote unanimously.

IV. On-Going Business

- A. **Port Master Plan Update** – Mr. Keeffer noted that an extension of the Planning Grant was requested to allow additional bathymetry work to be done, as well as a bivalve study.
A meeting with USFWS was scheduled for 3:00 pm on the same day as part of agency coordination. The planning grant would likely be finalized by the fall. Discussion followed.
- B. **Capital Improvement Program** – Mr. Keeffer provided an update, adding that all relevant/certified personnel had been engaged, including a property negotiator. Mr. Davies noted that negotiation on the first parcel – 3651 Crim Drive – would start within days. Discussion followed.

V. New Business

- A. **Election of Officers** – Mr. Davies noted that the election of officers needed to be completed. Discussion followed.

Commissioner Doran made a motion to re-elect the present slate of officers: Steve Keeffer, chairperson; Ken Sandy, treasurer; and Rob Davies, secretary. Commissioner Sandy seconded the motion. The motion passed unanimously by roll-call vote.

- B. **Updated Policies and Procedures** – Ms. Roche noted that updates of UMRIPD policies and procedures regarding authorized signatories and number of signatories should be added. Discussion followed.
- C. **Bills Over \$2500** – None at present.

VI. Reports

- A. **Secretary.** Nothing to report.
- B. **Treasurer.** Commissioner Sandy presented his report. Apple River State Bank holds \$6,374.88. Citizens State Bank balance is \$1, 047,020.02.
- C. **Jo-Carroll Local Redevelopment Authority.** The LRA board meeting would be held the following week. Mr. Davies, Ms. Roche and Ms. Balcom provided updates on grants, property transfers, environmental work and agency comments around Parcel 20 Reuse. Discussion followed.

- VII. **Public Comment.** Mr. Sigman thanked the Commissioners for their public service and commended all role-players for their work. Mr. Britton noted that he was looking forward the meeting later on the same day.

VIII. Executive Session.

Commissioner Sandy, seconded by Commissioner Doran made a motion to enter executive session under:

5 ILCS 120/2(5) - The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

The motion passed unanimously by roll-call vote.

The board entered Executive Session at 1:33pm.

The board emerged from Executive Session at 1:49pm.

IX. Motions from Executive Session. None.

X. Adjournment

Commissioner Doran moved, seconded by Commissioner Sandy, to adjourn at 1:50 CDT, unanimously approved by voice vote.