

**MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT
February 21, 2020**

The Commissioners of the Wood River Drainage and Levee District held a Meeting on Friday, February 21, 2020 at the Wood River Drainage and Levee District Office, 543 W. Madison Avenue, Wood River, IL 62095. Present were Commissioners, Carnell, Johansen and Kincade; Kevin Williams, Wood; James Craney & Britt Donoho, Attorneys; Mike Allen, Superintendent; Mike Babcock and Julie Hahs, Babcock Insurance Agency.

The meeting was called to order at 8:30 am by Commissioner Carnell.

Public comments: NA

Babcock Insurance Comments:

Presented 2/21/20 by Mike Babcock

New healthcare options for United Healthcare and/or Blue Cross/Blue Shield

US Army Corps of Engineers Comments:

Presented 2/21/20 – Hal was not in attendance. But was able to supply his notes

U.S. Army Corps of Engineers (USACE) Project Update Wood River Levee System February 21, 2020

1. Status of Design Deficiency Corrections Remaining Features	Summary	Notes
Bid Package 8 (NFS)	22 RW/1 PS in Reach 5	BCOES comment backcheck in progress.
Pump Stations	3 new PSs in Reach 5	BCOES comment backcheck in progress.
RW #1	24 RWs (base + option)	Design complete for 12; awaiting RE Acquisition and remaining ROE (awaiting revised Olin ROE). 2 nd BCOES will need to take place (reviews are valid for up to 6 months)
RW #2/Ditch Work	56 RWs/reconnect Old WR Creek	Seek to drill pilot holes when field conditions are favorable.
Pump Station Modifications	2 mods (WR and Hawthorne)	Undergoing 35% design District Quality Control (DQC) review
RW #3	44 RWs	Undergoing 35% design District Quality Control (DQC) review

Mitigation

FY21

Features	ROW NTP Issued	ROW Acquisition Deadline	FY20 Contract Award	Consequence
BP8 22 RW/PS	17-Jun-19	15-Nov-19	3-Sep-20	Delayed execution of existing funds and potential

3 PS
RW #1

2-Dec-19
9-May-19

17-Jul-20
31-Jul-19

11 Aug 20

impact on request
for funds to
complete
3-Sep-20
> 6 month delay
requires a new
BCOES Review

Real Estate – LERRDs responsibility of sponsor, but USACE stands by to assist
FY20 contract awards (BP-8 and 3 PS to be separate contracts):

- Relief Well package #1
- Canal Road Pump No. 1 (BP-8 designed by Wood)
- Canal Road Pump No. 2, 3, and 4 (designed by USACE A/E, Gestra-Stanley)

2. Enable pipeline

- Corps informed that asbestos testing results to be available in approx. 4 weeks.
- It is the Non Federal Sponsors' (NFS) responsibility to remove the pipeline.
- As to the presence of potential asbestos-containing materials, the PPA addresses hazardous substances. It provides that the NFS perform necessary investigations.

3. Flood Preparedness Workshops:

- Several to choose from but nearest one is at the National Great Rivers Museum in Alton, Feb 27, 6:30-8:30
- NWS will issue (3) Spring Flood Outlooks this year
 - Feb 13, Feb 27 and Mar 12

4. CG visit 3/3/20

- Mississippi Valley Division (MVD) Commanding General (CG), Major General R. Mark Toy to be in the St. Louis District area on March 3, to engage with stakeholders and conduct site visits of priority projects
- Request access to Deep Cutoff Wall area (north side of IL-143 near confluence of Wood River and Miss River); coordinated with M. Allen.
- Meeting with FPD, WR, MESD and Corps afternoon of March 3 at FPD in Collinsville. R. Carnell has received invite and is anticipated to attend..

Engineering Comments:

Presented by Kevin Wood

21 February 2020 Project Update

Erosion Repair Project (2019-01)

- o 30 SEP 19 Project Advertised
- o 15 NOV 19 Mandatory Pre-Bid Meeting
- o 20 DEC 19 Project Bid. 8 qualified bids received.
- o 27 DEC 19 WRDL Board voted to award to Baxmeyer Construction for \$289,777.00.
- o 06 JAN 20 NTP issued to Contractor
- o 14 JAN 20 Partially executed copy of contract returned
- o 17 JAN 20 Contract Execution

Gravity Drains Inspection Project (2020-02)

- o Wood continues to develop a procurement package for the CCTV inspection of gravity drains in Upper Wood River, Lower Wood River and the East-West Forks.
- o No update. Will complete design as soon as river is low enough to complete survey.

□ **Relief Well Testing / Inspection Project (2020-03)**

- Due to lack of accurate records, Wood will survey all RWs in UWR in Q1/Q2 as river levels allow. The procurement package will follow in Q3.
- Survey work completed in December 2019
- No update. Project is still on schedule to be complete by Q3.

□ **System-Wide Improvement Framework (SWIF) LOI** – Submitted to the USACE 04 October 2019. USACE responded with additional comments. This LOI will be resubmitted in FY2020.

□ **Ongoing Coordination with the District** – Wood continues to coordinate weekly with District staff and the Board of Commissioners regarding routine operations of the district.

- East Alton FM Relocation
 - Per Village of East Alton – the work is not yet complete.
- Gate Repair / Replacement
 - East Alton No. 2 Pump Station Sluice Gate – Bulkhead installed in landside structure. Sluice Gate replacement pricing submitted and approved by the Board.
- Shop Drawing review complete. Materials ordered
 - Grassy Lake Pump Station – Shop drawings have been ordered
- Misc. Repair / Cleanup
 - FEMA / IEMA – Debris cleanup ongoing.
 - Hartford Pipe Repair – WRDLD staff to complete repair ASAP.
 - Wood River Pump Station Riverside Sink Hole – This item will likely require a full structural design (plans and specifications). No action today, but need to discuss.
 - Gravity Drain Repair – 27-inch gravity drain repair is complete
 - Roxana Drainage Issues – For discussion today.
- **Potential Replacement of Rand Avenue Pump Station**
 - The District needs to schedule a meeting to meet with P66 early 2020.
- **Ongoing Coordination with the USACE**
 - LERRDs (Land, Easements, Rights-Of-Way, Relocation, and Disposal Areas). Ongoing.
 - Temporary Rights of Entry – Ongoing
 - Progress is being delayed by unresponsive land owners.

Luken Insurance Agency Comments:

Presented by Jeff Luken –

N/A

Minutes of the previous Meetings:

A motion was made by Johansen to approve the minutes of the meeting held February 7, 2020 seconded by Kincade. Carnell, aye; Johansen, aye; Kincade, aye. Motion carried.

Approval of the Bills: A motion was made by Kincade, seconded by Johansen to approve the list of bills presented in the amount of \$45,279.38. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Treasurer/Financial Report: The prepared financial/balance sheet and Revenue & Expense has been presented to be read and will answer any questions. Motion made by Johansen, seconded by Kincade to approve the Treasurer/Financial Report. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Superintendent/Maintenance Report –

Checked on Rand pump station. Looked at the forebay and checked for any wood or debris that could shut down a pump. Went inside the station to see which pump or pumps were running, looked at the control panels, checked the control panels to see if any fault lights were on, checked the volts and amps on the screen at the control panel, and checked the water level inside the station. Talked to the pump monitor on how their shift was going and if they had any issues

Checked on EA 2 pump station for the coming up weekend. Went inside the station and checked the water level on the sanitary side since the gravity line is blocked off. Checked the phase lights to make sure there are no issues with the incoming power. The pumps on the sanitary side are in auto.

Ran EA 1 with two pumps running to maintain the water level for the COE. Shut the pumps down at the end of the day and the water level was at 407.20 to give us some room for the upcoming weekend

Continued on flood clean up. John Milazzo operated the skid steer on Canal Road progressing east towards Rt.111. still unable to get the dump truck down to the flats so John is continuing to make stock piles of the drift wood. Will haul out the material when conditions improve. Mike Meyer operated the back hoe at EA 1 to continue to load out the stock pile of drift wood to the burn pile. The area around the burn pile is too muddy to load the dump truck and bring it there to dump without getting stuck.

Went out to Russell Drive and checked on the progress of Mike Ropers crew doing the clearing of the tree line. They are now texting me when they show up and leave the job site. Makes it easier without me guessing if they are out there.

Got an email from Mike Buis from Wegman Electric on the Megger readings. Forwarded the email to Ron Carnell and Kevin Williams. Will have a copy on our computer for future reference

Checked on the water not draining at Wagon Wheel Road. Making sure the water on the south side of Wagon Wheel is not backing up into our outlet

Keller Construction is at the islands emergency structure putting in the interior bands for the pipe where the joints separated. Work was completed at the end of the day

Let water out on gravity at EA 1 to maintain water level for the COE

Attorney James Craney:

Olin's ROE was kicked back from USACE due to wrong form being used.

Biggest project coming up is the assessment. Talking with David Human, Attorney

Communications:

Ameren – Maintenance Work Planned on Transmission Line

Old Business:

Discussion and Potential Action regarding Duncan Trust ROE. A motion to table made by Johansen and seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye.

Discussion and Potential Action regarding Operations Manager Contract. A motion made by Johansen to approve contract and offer to Kevin Williams for Operations Manager position and seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye. Motion passed

Discussion and Potential Action regarding purchasing mower "brush hog". A motion made by Kincade to table and seconded by Johansen. Kincade, aye; Johansen, aye; Carnell aye.

New Business:

Discussion and Potential Action regarding new Health Care Plan. A motion made by Kincade and seconded by Johansen to table. Kincade, aye; Johansen, aye; Carnell, aye.

Discussion and Potential Action regarding purchasing new copy machine. A motion was made by Johansen and seconded by Kincade to table. Kincade, aye; Johansen, aye; Carnell, aye.

A motion made by Carnell to go into closed session at 10:15 a.m.

Return to open session/roll call: done in executive session at 11:10 a.m.

Commissioners/Employees Comments:

Adjournment: Motion made by Kincade, seconded by Johansen. Kincade, aye; Johansen, aye; Carnell, aye. Motion at 11:14 a.m.

12:36 PM
02/16/20

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 16, 2020

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Ameren Illinois - Rand	Bill	2/6/2020	3111 FEB 2020	4,089.06
Spectrum Business	Bill	2/3/2020	0025013020320	167.58
Act Tech Computer Services	Bill	2/1/2020	8201	337.50
Affordable Lawn Care	Bill	2/14/2020	3974	3,523.34
Ameren Illinois - EA#2	Bill	2/6/200	6035 Feb 2020	761.91
Ameren Illinois - Grassy	Bill	2/6/2020	7026 Feb 2020	553.99
Ameren Illinois - Haw #1	Bill	2/4/210	3024 Jan 2020	274.46
AT&T	Bill	1/31/2020	1241965058 Jan 2020	41.88
AT&T Mobility	Bill	1/31/2020	287296848682X02082020	660.39
Budget Signs	Bill	2/7/2020	840746	33.00
Craney Law Firm	Bill	2/3/2020	11375	6,697.50
Dealers Electrical Supply	Bill	2/5/2020	4109642-01	61.76
Brianne England	Bill	2/12/2020	Walmart Reimbursement	40.19
Keller Construction	Bill	2/7/2020	20200203	3,872.18
Midwest Occupational Medicine	Bill	2/3/2020	347/19285	125.00
Midwest Occupational Medicine	Bill	2/3/2020	345/19282	125.00
Vince Milazzo	Bill	2/6/2020	FEB 2020	150.17
MTS - Jerseyville	Bill	2/11/2020	25771J	46.90
Part Stop	Bill	2/11/2020	414407	71.32
Part Stop	Bill	2/13/2020	414563	129.95
Royal Office Supply	Bill	2/3/2020	508790-0	78.48
Royal Office Supply	Bill	2/7/2020	509247-0	142.01
Sandberg Phoenix & Von Gontard PC	Bill	2/7/2020	526816	3,423.33
Sievers Equipment	Bill	2/12/2020	WA77451	11,683.93
St. Peters Hardware & Rental	Bill	2/6/2020	277386	3.79
Waltco	Bill	1/31/2020	482122	6.99
Waltco	Bill	1/31/2020	482128	19.99
Waltco	Bill	2/6/2020	482517	9.00
Wood Environment & Infrast Solutions	Bill	2/12/2020	N21513441	5,003.40
Wood River, City of	Bill	2/14/2020	9400 Jan 2020	18.53
Wood River, City of	Bill	2/14/2020	6500 Jan 2020	5.00
				<u>42,157.53</u>

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02/20/20

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 20, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Ameren Illinois Bill	02/20/2020	01169...	03/05/2020		1,943.28
Total Ameren Illinois					1,943.28
Casey's General Stores, Inc. Bill	02/20/2020	PF624...	03/05/2020		701.41
Total Casey's General Stores, Inc.					701.41
CR Systems, Inc. Bill	02/12/2020	39897	03/13/2020	8	78.00
Total CR Systems, Inc.					78.00
Rob's Discount Muffler Bill	02/18/2020	71244	03/03/2020	2	301.02
Total Rob's Discount Muffler					301.02
Waltco Tool's & Equipment Credit	02/04/2020	48245...			-22.88
Total Waltco Tool's & Equipment					-22.88
Wood River City of Bill	02/20/2020	9300 J...	03/05/2020		121.03
Total Wood River City of					121.03
TOTAL					3,121.86

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Wood River Drainage & Levee District

Balance Sheet

As of February 20, 2020

02/20/20

Cash Basis

Feb 20, 20

ASSETS

Current Assets

Checking/Savings

100 · Petty Cash Drawer	21.96
101.2 · EA #1 Utilities-1st Mid Bank	125,245.68
102.1 · Maint. Main - 1st Mid Bank	16,820.88
102.2 · Maint. MMDA - 1st Mid Bank	747,344.89
102.5 · Rand MMDA-1st Mid Credit Union	100,221.22
102.6 · Rand Pump St Fund-1st Mid Bank	186,807.84
102.7 · Business Share-1st Mid Credit U	21.35

Total Checking/Savings 1,176,483.82

Other Current Assets

110 · Accrued Interest	9,324.02
112 · Investments CD	
112.10 · Maint CD 1303	192,883.33
112.11 · Maint CD 1304 Special Assessment	241,554.83
112.12 · Maint CD 5316	236,647.50
112.13 · Maint CD 1306	191,644.43
112.14 · Maint CD 201	232,517.53
112.17 · Maint CD 5317	106,789.17
112.20 · Rand CD 1305	64,860.31
112.21 · Rand CD 202	51,670.56
112.23 · Rand CD 5315	169,151.02

Total 112 · Investments CD 1,487,698.68

Total Other Current Assets 1,497,022.70

Total Current Assets 2,673,506.52

Fixed Assets

120 · Property & Equipment	1,830,323.37
126 · Land	216,131.00

Total Fixed Assets 2,046,454.37

TOTAL ASSETS 4,719,980.89

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

201 · Accounts Payable	-3,493.00
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Total Accounts Payable -3,493.00

Credit Cards

220 · Credit Cards

220.03 · Casey's Business MasterCard	642.47
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Total 220 · Credit Cards 642.47

Total Credit Cards 642.47

Other Current Liabilities

230 · Payroll Liabilities

230.08 · IMRF

230.081 · Company	195.37
230.082 · Employee	854.90

Total 230.08 · IMRF 1,050.27

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02/20/20

Cash Basis

Wood River Drainage & Levee District
Balance Sheet
As of February 20, 2020

	<u>Feb 20, 20</u>
230.09 · Insurance Withholding	
230.091 · Health Insurance	39.06
230.092 · Life Insurance	<u>8.00</u>
Total 230.09 · Insurance Withholding	47.06
230.10 · State Unemployment IL	1,801.04
230.12 · Union Dues	<u>123.55</u>
Total 230 · Payroll Liabilities	<u>3,021.92</u>
Total Other Current Liabilities	<u>3,021.92</u>
Total Current Liabilities	171.39
Long Term Liabilities	
243 · Unreserved	2,814,582.94
244 · EA #1 Pump - Reserved	<u>208,526.00</u>
Total Long Term Liabilities	<u>3,023,108.94</u>
Total Liabilities	3,023,280.33
Equity	
290 · Open Bal Equity	2,048,454.37
299 · Fund Balance	-70,095.60
Net Income	<u>-279,678.21</u>
Total Equity	<u>1,698,680.56</u>
TOTAL LIABILITIES & EQUITY	<u>4,719,960.89</u>

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2019 through September 2020

02/20/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
Income			
300 · Assessment	13,845.74	940,000.00	-926,154.26
301 · Interest Earned			
301.2 · Maint Interest Earned	8,322.22	16,500.00	-8,177.78
301.3 · Pump Interest Earned	71.04	300.00	-228.96
301.4 · Rand Interest Earned	2,821.56	4,000.00	-1,178.44
301 · Interest Earned - Other	0.00	0.00	0.00
Total 301 · Interest Earned	11,214.82	20,800.00	-9,585.18
306 · Miscellaneous	72.15	75,000.00	-74,927.85
310 · ConocoPhillips	111,338.96	235,000.00	-123,661.04
314 · Refunds	158,109.78	159,000.00	-890.22
315 · Lease	600.00	600.00	0.00
Total Income	295,181.45	1,430,400.00	-1,135,218.55
Gross Profit	295,181.45	1,430,400.00	-1,135,218.55
Expense			
400 · Pump Operations			
401 · EA#1 Wages	404.00	6,000.00	-5,596.00
402 · EA#1 Pump Utilities	20,852.89	16,000.00	4,852.89
403 · EA#1 Building Maint.	0.00	0.00	0.00
404 · EA#1 Repairs	948.85	1,000.00	-53.15
406 · EA#1 Payroll Liabilities	0.00	0.00	0.00
411 · WR Wages	13,556.92	12,000.00	1,556.92
412 · WR Pump Utilities	4,694.52	8,500.00	-3,805.48
413 · WR Building Maint.	0.00	0.00	0.00
414 · WR Repairs	12,893.70	20,000.00	-7,106.30
416 · WR Payroll Liabilities	0.00	0.00	0.00
421 · Rand Avenue Wages	37,131.58	109,000.00	-71,868.42
422 · Rand Utilities	18,057.30	60,000.00	-41,942.70
423 · Rand Building Maint.	4,260.49	5,000.00	-739.51
424 · Rand Pump Repair	0.00	15,000.00	-15,000.00
425 · Rand Payroll Liabilities	0.00	0.00	0.00
426 · Rand Contingency	0.00	50,000.00	-50,000.00
427 · Rand Employee Benefits	0.00	15,000.00	-15,000.00
431 · Hawthorne #1 Wages	1,966.50	24,000.00	-22,033.50
432 · Hawthorne #1 Utilities	1,407.76	4,000.00	-2,592.24
434 · Hawthorne #1 Repairs	285.71	1,000.00	-714.29
436 · Hawthorne #1 Payroll Liability	0.00	0.00	0.00
441 · EA #2 Wages	7,738.00	7,000.00	738.00
442 · EA#2 Utilities	2,486.94	4,000.00	-1,513.06
444 · EA#2 Repairs	10,547.31	1,000.00	9,547.31
445 · EA #2 Payroll Liabilities	0.00	0.00	0.00
Total 400 · Pump Operations	137,230.47	358,500.00	-221,269.53
490 · Lift Stations			
492 · Grassy Lake Utilities	1,359.38	15,000.00	-13,640.64
493 · Grassy Lake Repairs	546.25	1,000.00	-453.75
494 · Hawthorne #2 Utilities	203.77	1,000.00	-796.23
495 · Hawthorne #2 Repairs	0.00	250.00	-250.00
496 · Home Garden Utilities	261.30	800.00	-538.70
497 · Home Garden Repairs	0.00	250.00	-250.00
498 · Lake Side Utilities	326.10	1,000.00	-673.90
499 · Lake Side Repairs	0.00	250.00	-250.00
Total 490 · Lift Stations	2,696.78	19,550.00	-16,853.22
500 · Maintenance Operations			
550 · Summer Wages	12,166.42	20,000.00	-7,833.58
551 · Maint Wages	58,988.18	213,000.00	-154,013.82
552 · Utilities	2,937.52	6,500.00	-3,562.48
553 · Building Maint. & Supplies	5,920.88	15,000.00	-9,079.12
554 · Fuel	3,338.42	9,500.00	-6,161.58
555 · Mowing Fuel	3,046.53	7,000.00	-3,953.47
556 · Tractor repair	16,321.99	10,000.00	6,321.99
557 · Vehicle repair	1,752.52	2,500.00	-747.48
558 · Equip repair	423.12	2,000.00	-1,576.88
559 · Brush	30,782.84	20,000.00	10,782.84
560 · Clothing Allowance	1,068.16	1,500.00	-431.84
565 · Capital	0.00	0.00	0.00
567 · FICA	0.00	0.00	0.00
568 · IMRF	0.00	25,000.00	-25,000.00
569 · Insurance Benefit	14,136.00	50,000.00	-35,864.00

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2019 through September 2020

02/20/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
570 · Insurance & Bonds	477.24	48,000.00	-47,522.76
573 · Training	0.00	5,000.00	-5,000.00
576 · Safety	1,000.60		
Total 500 · Maintenance Operations	152,358.42	435,000.00	-282,641.58
600 · Administration			
601 · Salary	27,659.22	77,000.00	-49,340.78
602 · Office Utilities	3,140.19	8,500.00	-5,359.81
603 · Office Supplies	5,314.99	10,000.00	-4,685.01
604 · Building Maintenance	285.72	5,000.00	-4,714.28
606 · Travel and Meals	1,249.01	3,500.00	-2,250.99
608 · Professional Fees	45,698.10	35,000.00	10,698.10
609 · Engineering Fees	31,948.98	100,000.00	-68,053.02
610 · Misc & Petty Cash	0.00	0.00	0.00
612 · Clothing Allowance	435.57	2,500.00	-2,064.43
613 · FICA	0.00	0.00	0.00
614 · IMRF	0.00	2,500.00	-2,500.00
615 · Office Insurance Benefit	4,712.00	16,000.00	-11,288.00
616 · Employmnt & Other Medical	42.00	500.00	-458.00
617 · Unemployment	0.00	0.00	0.00
618 · Insurance & Bonds	1,064.95		
620 · Marketing - Publications	1,511.00	1,000.00	511.00
663 · Contract Labor	1,283.25	4,000.00	-2,716.75
690 · Unauthorized Expenses	0.00	0.00	0.00
699 · Finance Charges	791.02	0.00	791.02
Total 600 · Administration	125,134.00	265,500.00	-140,366.00
700 · Capital Projects			
705 · Corp Routine Insp/Repairs	6,200.00	603,754.01	-597,554.01
715 · Flood Costs			
715.1 · Wages	6,885.19		
715.2 · Additional Expenses	82,230.76		
715.3 · Repairs	0.00	0.00	0.00
Total 715 · Flood Costs	89,115.95	0.00	89,115.95
Total 700 · Capital Projects	95,315.95	603,754.01	-508,438.06
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	2,077.77	-12,000.00	14,077.77
852 · FICA	10,266.86	33,550.00	-23,283.14
853 · IMRF	882.04	0.00	882.04
854 · INS	-271.35	0.00	-271.35
855 · Medicare	2,401.11	7,800.00	-5,398.89
856 · SUIIL	3,762.94	10,500.00	-6,737.06
800 · Payroll Expenses - Other	88.24		
Total 800 · Payroll Expenses	19,207.61	39,850.00	-20,642.39
Total Expense	531,943.23	1,722,154.01	-1,190,210.78
Net Income	-236,761.78	-291,754.01	54,992.23