

**MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT**



1. Meeting Information

Date: Friday August 21, 2020
 Time: 8:30 AM
 Location: 543 W. Madison Avenue, Wood River, IL 62095
 Teams Meeting Call in Number: +1 708-329-8926; Passcode: 167 252 923#

2. Attendees

Name	Title	Organization
Ronald Carnell	President – Board of Commissioners	Wood River Drainage & Levee District
Charles Johansen	V.P. – Board of Commissioners	Wood River Drainage & Levee District
Kevin Williams	Executive Director	Wood River Drainage & Levee District
Mike Allen	Superintendent	Wood River Drainage & Levee District
Brianne England	Secretary Treasurer	Wood River Drainage & Levee District
James Craney	Partner	Craney Law Group, LLC
Harold Graef	Project Manager	US Army Corp of Engineers
Lucy Dehner	Agent	The Luken Agency, Inc.

3. Call to Order

The meeting was called to order at 8:32 am by Commissioner Carnell.

4. Public Comments

5. U.S. Army Corps of Engineers Comments

1. Status of Design Deficiency Corrections

Remaining Features	Summary	Notes
Bid Package 8 (NFS)	22 RW/1 PS in Reach 5	Final design received.
Pump Stations	3 new PSs in Reach 5	Final design received.
RW #1	24 RWs (base + option)	Design complete for 12; awaiting RE Acquisition. Drilling of remaining 12 wells commenced on 10 Aug.
RW #2/Ditch Work	56 RWs/reconnect Old WR Creek	Team drafting drilling plan; potential drilling contract soon.
Pump Station Modifications	2 mods (WR and Hawthorne)	95% Agency Technical Review (ATR) review (comment resolution/backcheck period).
RW #3	44 RWs	65% District Quality Control (DQC) nearly complete. ATR to begin 31 Aug.
Mitigation		FY21/22

Features	ROW NTP Issued	ROW Acquisition Deadline	Contract Award	Consequence

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BP8 22 RW/PS	17-Jun-19	15-Nov-19	TBD	Delayed execution of existing funds and potential impact on request for funds to complete
3 PS	2-Dec-19	17-Jul-20	TBD	
RW #1	9-May-19	31-Jul-19	TBD	> 6 month delay requires a new BCOES Review
PS Mod	N/A	N/A	Mar 21	No additional easements anticipated
RW #2	est Oct 21	TBD	FY22	
RW #3	est 5-Oct-20	TBD	FY22	

2. Village of Roxana’s concerns of PS#4 along Canal Road
 - IEPA 3 Aug e-mail to USACE/Village indicates RWs are not prohibited within setback zone
 - No current requests/action by USACE

3. Relief Well pump test intervals
 - Meeting was conducted with USACE, WR, and MESD, on 10 Aug
 - USACE Levee Safety Program Manager to follow-up with various WR requests such as as-builts

4. RW#2 investigation/design
 - USACE will need to conduct site visit of railroad culvert in Reach 2 area in next couple weeks
 - Potentially 3 Sep
 - USACE reached out to Koch to coordinate



Figure -1 Inundation with 2-42" culverts placed at both the abandoned railroad line and the proposed ditch crossing, requiring a flowage easement of El 417.50 feet

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6. Superintendent/Maintenance Report

- 6.1. Pump Stations – Operating the pump stations as mandated by USACE. Monitoring Rand Station by staff on day shift when needed. Revised operating levels at Rand for #2 & #3 pumps.

- 6.2. Routine Maintenance – performed Rand generator test manually. Checked flap gates in penstock at Rand. Removed tress at Illinois St in East Alton and sent to burn pile. Continuing greasing gate stems as needed.

7. Executive Director Report

- **Erosion Repair Project (2019-01)**
 - Area 1 – Complete
 - Area 2 – 90% Complete
 - Area 3 – Has not begun
 - General – Project 2019-01 will be complete by end of FY2020

- **Gravity Drains Inspection Project (2020-02)**
 - EWF – Design Complete. Execution scheduled for FY2021
 - UWR – Design will be complete by end of FY2020. Execution scheduled for FY2022
 - LWR – Design will be completed in FY2021. Execution scheduled for FY2023

- **Erosion Repair Project (2020-03)**
 - This project is being fast-tracked due to severity
 - Will be designed by the end of FY2020 and then monitored
 - Execution scheduled for FY2022 unless it worsens in FY2021

- **Relief Well Testing / Inspection Project (Project Number TBD)**
 - USACE has confirmed the testing frequency of 20% per year
 - Design is still scheduled for FY2022
 - Execution will begin in late FY2022 or FY2023

- **System-Wide Improvement Framework (SWIF) LOI**
 - **04 OCT 2019 Submitted to the USACE. USACE responded with additional comments**
 - **TBD WRDLD will resubmit after FEMA certification of all three levee segments**

- **WRDLD Projects**
 - **East Alton FM Relocation**
 - **Project Complete**
 - **Will be discussed in Executive Session today**

 - **East Alton No. 2 Sluice Gate Replacement**
 - **Project is complete**

 - **Grassy Lake Pump Station Gravity Drain Sluice Gate Rehab**
 - **Due to low river levels, this work will occur ahead of schedule**

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- **Will be** complete by end of FY2020
- The scope is to correct a 2006 installation deficiency (by USACE Contractor) **that is keeping the gate from opening 100%.**

- **FEMA 2019 Flood Debris Removal**
 - **Clean-up is 100% complete**
 - **Documentation in Grants Portal**
 - **Continuously working with FEMA**

- **Hartford Drain Pipe Repair**
 - **Damaged during the construction of Hawthorne No. 2 Pump Station in 2014**
 - **Project has been pushed to late fall/winter (Low Priority)**
- **Pump Stations**
 - East Alton No. 1 Pump Station – Station is closed
 - Wood River Pump Station – Station is closed
 - East Alton No. 2 Pump Station – Station is closed
 - Hawthorne Pump Station – Station is closed
 - Rand Avenue Pump Station – This station is operating 24/7. The installation of Pump No. 1 has been a success. This pump is evacuating 90% of P66’s effluent and has reduced daily energy consumption by approximately 35%.

- **Fiscal Year 2021 Budget**
 - Draft has been delivered to each Commissioner for review
 - The budget will be passed at the regularly scheduled meeting on 18 September

- **U.S. Army Corps of Engineers (USACE) Coordination**
 - Authorized Level Projects
 - Multiple meetings with USACE regarding Canal Road No. 4 P.S.
 - Coordinating with USACE and the Village of Roxana
 - Mel Price Deficiency Projects
 - Reviewed plans, specifications, and “Order and Coordination of Work” specification
 - Silver Jackets EAP
 - N/A
 - P.L. 84-99
 - Coordinating with the USACE on multiple projects
 - Easement certification on the agenda to consideration today

- **LERRDS (Land Easements Relocations Rights of Way & Disposal Sites)**
 - Rights of Entry (ROE) – No activity
 - Temporary Construction Easements – ongoing
 - Permanent Easements – ongoing
 - See update from Craney Law Group and Wood E&IS

8. Luken Insurance Agency Comments

Building values were lowered and processed by Auto-Owners Insurance. Luken is requesting addresses or locations for swing gates for Auto-Owners, Kevin will supply this information.

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9. Attorney James Craney Comments

Britt Donoho has resigned from her position at Craney Law Group.

10. Approval of Minutes of the previous meeting:

A motion was made by Johansen to approve the minutes for 8/7/20 and seconded by Carnell.

Carnell: aye; Johansen: aye. Motion carried

11. Approval of the Bills

A motion was made by Carnell to approve the list of bills presented in the amount of \$71,674.43; second by Johansen.

Baxmeyer Construction - Stream Boat Erosion Repairs Project - \$46,054.87

Keller Construction – Wagon Wheel Ditch Cleaning - \$9,510.36

Carnell: aye; Johansen: aye. Motion carried.

12. 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 to approve the Treasurer/Financial Report; second by Carnell.

Carnell: aye; Johansen: aye. Motion carried.

13. Communications

Amazon Prime Account

State of Illinois – OMA Request for Review

Illinois Department of Natural Resources – Application of Permit No. S20200206

USACE – Notice to Proceed with Acquisition of Lands, Wood River Levee District Repairs

14. Old Business

14.1. Discussion and potential action regarding compensating the Village of East Alton for engineering fees associated with Phase II of the USACE’s LWR Cutoff Wall.

A motion made by Johansen; seconded by Carnell to approve Executive Director to pay up to half of East Alton’s final bill for the engineering fees. East Alton needs to supply letter stating that this satisfies WRDLD’s reimbursement obligations.

Carnell: aye; Johansen: aye. Motion carried.

15. New Business

15.1. Discussion and potential action regarding the passing of the Fiscal Year 2021 Budget

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A motion made by Johansen; seconded by Carnell to table.

Carnell: aye; Johansen: aye. Motion tabled.

- 15.2. Discussion and potential action regarding the signing of an easement certification document in accordance with the Uniform Relocation Assistance and Real Property Acquisitions Policy Act of 1970, as amended (P.L. 91-646)

A motion made by Johansen: seconded by Carnell to approve.

Carnell: aye; Johansen: aye. Motion carried.

16. Executive Session

At 8:56 a.m. a motion was made by Johansen and seconded by Carnell to enter into Executive Session.

Carnell: aye; Johansen: aye. Motion carried.

17. Commissioners/Employee Comments

Commissioners – Williams, Allen and maintenance crew have been doing a great job.

18. Adjournment

Motion made by Johansen, seconded by Carnell to adjourn.

Carnell: aye; Johansen: aye. Motion carried.

Adjournment at 9:17 a.m.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of August 13, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	08/01/2020	8625	08/15/2020	12	1,385.08
Total Ace Tech Computer Services, Inc.					1,385.08
Ameren-Hawthorne #2					
Bill	08/03/2020	AUG 2...	08/17/2020	10	46.22
Total Ameren-Hawthorne #2					46.22
Ameren Illinois - EA#2					
Bill	08/05/2020	7026 ...	08/19/2020	8	289.34
Total Ameren Illinois - EA#2					289.34
AMEREN ILLINOIS - Grassy					
Bill	08/06/2020	6035 ...	08/20/2020	7	43.16
Total AMEREN ILLINOIS - Grassy					43.16
Ameren Illinois - Hawthorne #1					
Bill	08/04/2020	3024 J...	08/18/2020	9	164.48
Total Ameren Illinois - Hawthorne #1					164.48
Ameren Illinois - Rand					
Bill	08/04/2020	3111 ...	08/18/2020	9	4,361.84
Total Ameren Illinois - Rand					4,361.84
AT&T - Business Phone					
Bill	08/04/2020	61825...	08/18/2020	9	126.55
Total AT&T - Business Phone					126.55
AT&T - Internet					
Bill	07/27/2020	12419...	08/26/2020	17	41.89
Total AT&T - Internet					41.89
BAXMEYER CONSTRUCTION, INC					
Bill	08/12/2020	20-01#2	08/26/2020	1	46,054.87
Total BAXMEYER CONSTRUCTION, INC					46,054.87
Brianne N England					
Bill	08/13/2020	Old N...	08/27/2020		129.20
Total Brianne N England					129.20
CR Systems, Inc.					
Bill	07/31/2020	40592	08/30/2020	13	180.00
Total CR Systems, Inc.					180.00
Keller Construction, Inc					
Bill	07/31/2020	20200...	08/14/2020	13	9,510.36
Total Keller Construction, Inc					9,510.36
M & M Service Company					
Bill	08/11/2020	B0012...	08/25/2020	2	510.58
Total M & M Service Company					510.58
Spectrum Business					
Bill	08/03/2020	00250...	08/17/2020	10	206.10
Total Spectrum Business					206.10
Telle Tire & Auto Centers					
Bill	06/24/2020	23160	07/08/2020	50	56.94

Wood River Drainage & Levee District
Unpaid Bills Detail
 As of August 13, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Total Telle Tire & Auto Centers					56.94
TSheets					
Bill	08/10/2020	JULY ...	08/24/2020	3	195.20
Total TSheets					195.20
Waltco Tool's & Equipment					
Bill	08/10/2020	497397	09/09/2020	3	80.98
Total Waltco Tool's & Equipment					80.98
TOTAL					63,382.79

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

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois					
Bill	08/06/2020	01169...	08/20/2020	14	1,909.99
Total Ameren Illinois					1,909.99
Ameren Illinois - EA#1					
Bill	08/17/2020	0312 ...	08/31/2020	3	277.76
Bill	08/17/2020	2116 ...	08/31/2020	3	203.59
Total Ameren Illinois - EA#1					481.35
AT&T Mobility					
Bill	07/31/2020	28729...	08/14/2020	20	279.50
Total AT&T Mobility					279.50
Brianne N England					
Bill	08/16/2020	Clothi...	08/30/2020	4	26.83
Total Brianne N England					26.83
Casey's General Stores, Inc.					
Bill	08/13/2020	PF624...	08/27/2020	7	581.55
Total Casey's General Stores, Inc.					581.55
Craney Law Group, LLC					
Bill	08/06/2020	11852	08/20/2020	14	384.00
Total Craney Law Group, LLC					384.00
Hudson Energy Corp					
Bill	08/13/2020	20070...	08/27/2020	7	1,836.76
Total Hudson Energy Corp					1,836.76
Sandberg Phoenix & Von Gontard P.C.					
Bill	08/17/2020	557954	08/31/2020	3	984.16
Total Sandberg Phoenix & Von Gontard P.C.					984.16
Wood Environment & Infrast Solutions, Inc					
Bill	08/13/2020	N2151...	09/12/2020	7	1,807.50
Total Wood Environment & Infrast Solutions, Inc					1,807.50
TOTAL					8,291.64

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

	Aug 20, 20
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	15.74
101.2 · EA #1 Utilities-1st Mid Bank	107,947.00
102.1 · Maint. Main - 1st Mid Bank	4,661.39
102.2 · Maint. MMDA - 1st Mid Bank	1,396,420.73
102.5 · Rand MMDA-1st Mid Credit Union	438,159.71
102.6 · Rand Pump St Fund-1st Mid Bank	117,514.22
102.7 · Business Share-1st Mid Credit U	10.31
Total Checking/Savings	2,064,729.10
Other Current Assets	
110 · Accrued Interest	9,324.02
112 · Investments CD	
112.24 · Maint CD 5101	233,374.83
112.25 · Rand CD 5102	51,861.07
112.26 · Maint CD 5318	194,356.34
112.27 · EA #1 CD 5319	243,399.54
Total 112 · Investments CD	722,991.78
Total Other Current Assets	732,315.80
Total Current Assets	2,797,044.90
Fixed Assets	
120 · Property & Equipment	1,830,323.37
126 · Land	216,131.00
Total Fixed Assets	2,046,454.37
TOTAL ASSETS	4,843,499.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
230 · Payroll Liabilities	
230.07 · State Withholding IL	2.83
230.08 · IMRF	
230.081 · Company	239.37
230.082 · Employee	1,049.04
Total 230.08 · IMRF	1,288.41
230.09 · Insurance Withholding	
230.091 · Health Insurance	39.06
230.092 · Life Insurance	8.00
Total 230.09 · Insurance Withholding	47.06
230.10 · State Unemployment IL	816.05
230.12 · Union Dues	124.66
Total 230 · Payroll Liabilities	2,279.01
Total Other Current Liabilities	2,279.01
Total Current Liabilities	2,279.01
Long Term Liabilities	
243 · Unreserved	2,814,582.94
244 · EA #1 Pump - Reserved	208,526.00
Total Long Term Liabilities	3,023,108.94

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

	<u>Aug 20, 20</u>
Total Liabilities	3,025,387.95
Equity	
290 · Open Bal Equity	2,046,454.37
299 · Fund Balance	-69,417.55
Net Income	-158,925.50
Total Equity	<u>1,818,111.32</u>
TOTAL LIABILITIES & EQUITY	<u>4,843,499.27</u>

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

	Oct '19 - Sep 20	Budget	\$ Over Budget
Income			
300 · Assessment	790,031.60	940,000.00	-149,968.40
301 · Interest Earned			
301.2 · Maint Interest Earned	18,072.10	16,500.00	1,572.10
301.3 · Pump Interest Earned	1,067.56	300.00	767.56
301.4 · Rand Interest Earned	5,984.20	4,000.00	1,984.20
301 · Interest Earned - Other	0.00	0.00	0.00
Total 301 · Interest Earned	25,123.86	20,800.00	4,323.86
306 · Miscellaneous	436.20	75,000.00	-74,563.80
310 · ConocoPhillips	221,563.80	235,000.00	-13,436.20
313 · Sale of Fixed Assets	9,223.10		
314 · Refunds	158,109.78	159,000.00	-890.22
315 · Lease	600.00	600.00	0.00
Total Income	1,205,088.34	1,430,400.00	-225,311.66
Gross Profit	1,205,088.34	1,430,400.00	-225,311.66
Expense			
400 · Pump Operations			
401 · EA#1 Wages	940.00	6,000.00	-5,060.00
402 · EA#1 Pump Utilities	38,241.23	16,000.00	22,241.23
403 · EA#1 Maintenance	0.00	0.00	0.00
404 · EA#1 Repairs	5,731.42	1,000.00	4,731.42
405 · EA#1 Payroll Liabilities	0.00	0.00	0.00
411 · WR Wages	24,007.67	12,000.00	12,007.67
412 · WR Pump Utilities	10,349.70	8,500.00	1,849.70
413 · WR Maintenance	0.00	0.00	0.00
414 · WR Repairs	17,252.57	20,000.00	-2,747.43
415 · WR Payroll Liabilities	0.00	0.00	0.00
421 · Rand Avenue Wages	84,269.58	109,000.00	-24,730.42
422 · Rand Utilities	41,998.67	60,000.00	-18,001.33
423 · Rand Maintenance	9,459.09	5,000.00	4,459.09
424 · Rand Pump Repair	4,719.43	15,000.00	-10,280.57
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	1,914.50	24,000.00	-22,085.50
432 · Hawthorne #1 Utilities	2,477.78	4,000.00	-1,522.22
434 · Hawthorne #1 Repairs	5,708.32	1,000.00	4,708.32
435 · Hawthorne #1 Payroll Liabilitie	0.00	0.00	0.00
441 · EA #2 Wages	7,738.00	7,000.00	738.00
442 · EA#2 Utilities	4,254.08	4,000.00	254.08
444 · EA#2 Repairs	6,946.43	1,000.00	5,946.43
445 · EA #2 Payroll Liabilities	0.00	0.00	0.00
Total 400 · Pump Operations	266,008.47	358,500.00	-92,491.53
490 · Lift Stations			
492 · Grassy Lake Utilities	2,348.25	15,000.00	-12,651.75
493 · Grassy Lake Repairs	732.32	1,000.00	-267.68
494 · Hawthorne #2 Utilities	512.67	1,000.00	-487.33
495 · Hawthorne #2 Repairs	186.08	250.00	-63.92
496 · Home Garden Utilities	626.07	800.00	-173.93
497 · Home Garden Repairs	869.92	250.00	619.92
498 · Lake Side Utilities	817.88	1,000.00	-182.12
499 · Lake Side Repairs	869.92	250.00	619.92
Total 490 · Lift Stations	6,963.11	19,550.00	-12,586.89
500 · Maintenance Operations			
550 · Summer Wages	28,234.78	20,000.00	8,234.78
551 · Maint Wages	188,431.46	213,000.00	-24,568.54
552 · Utilities	5,233.74	6,500.00	-1,266.26
553 · Building Maint. & Supplies	15,270.95	15,000.00	270.95
554 · Fuel	7,292.73	9,500.00	-2,207.27
555 · Mowing Fuel	7,969.94	7,000.00	969.94
556 · Tractor Maint. / Repair	18,009.38	10,000.00	8,009.38
557 · Vehicle Maint. / Repair	3,196.03	2,500.00	696.03
558 · Equipment Maint. / Repair	1,332.61	2,000.00	-667.39
559 · Vegetation Removal	35,042.84	20,000.00	15,042.84
560 · Clothing Allowance	1,384.76	1,500.00	-115.24
565 · Capital	0.00	0.00	0.00
567 · FICA	0.00	0.00	0.00
568 · IMRF	-0.02	25,000.00	-25,000.02

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

	Oct '19 - Sep 20	Budget	\$ Over Budget
569 · Insurance Benefit	42,754.41	50,000.00	-7,245.59
570 · Insurance & Bonds	46,662.71	48,000.00	-1,337.29
573 · Training	0.00	5,000.00	-5,000.00
576 · Saftey	1,964.01		
Total 500 · Maintenance Operations	402,780.33	435,000.00	-32,219.67
600 · Administration			
601 · Salary	62,753.28	77,000.00	-14,246.72
602 · Office Utilities	6,856.55	8,500.00	-1,643.45
603 · Office Supplies	26,341.96	10,000.00	16,341.96
604 · Building Maintenance	8,138.93	5,000.00	3,138.93
606 · Travel and Meals	2,958.88	3,500.00	-541.12
608 · Professional Fees	68,809.48	35,000.00	33,809.48
609 · Engineering Fees	43,765.70	100,000.00	-56,234.30
610 · Misc & Petty Cash	0.00	0.00	0.00
612 · Clothing Allowance	621.35	2,500.00	-1,878.65
613 · FICA	0.00	0.00	0.00
614 · IMRF	0.00	2,500.00	-2,500.00
615 · Office Insurance Benefit	11,324.26	16,000.00	-4,675.74
616 · Employmnt & Other Medical	133.00	500.00	-367.00
617 · Unemployment	0.55	0.00	0.55
618 · Bonds	1,364.95		
620 · Marketing - Publications	2,840.41	1,000.00	1,840.41
630 · Assessment Costs	1,655.00		
663 · Contract Labor	1,283.25	4,000.00	-2,716.75
690 · Unauthorized Expenses	0.00	0.00	0.00
699 · Finance Charges	819.52	0.00	819.52
Total 600 · Administration	239,667.07	265,500.00	-25,832.93
700 · Capital Projects			
701 · Additional Expense	73,885.81		
705 · Corp Routine Insp/Repairs	87,940.55	603,754.01	-515,813.46
710 · Reconstructions	127,889.99		
715 · Flood Costs			
715.1 · Wages	6,885.19		
715.2 · Additional Expenses	104,528.42		
715.3 · Repairs	0.00	0.00	0.00
Total 715 · Flood Costs	111,413.61	0.00	111,413.61
Total 700 · Capital Projects	401,129.96	603,754.01	-202,624.05
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	-12,000.00	12,000.00
852 · Social Security	27,168.52	33,550.00	-6,381.48
853 · IMRF	2,452.79	0.00	2,452.79
854 · INS	4,442.47	0.00	4,442.47
855 · Medicare	5,866.10	7,800.00	-1,933.90
856 · SUIIL	7,534.72	10,500.00	-2,965.28
800 · Payroll Expenses - Other	0.30		
Total 800 · Payroll Expenses	47,464.90	39,850.00	7,614.90
Total Expense	1,364,013.84	1,722,154.01	-358,140.17
Net Income	-158,925.50	-291,754.01	132,828.51