



WOOD RIVER DRAINAGE AND LEVEE DISTRICT
OF
MADISON COUNTY, ILLINOIS
543 W. MADISON AVENUE
WOOD RIVER, ILLINOIS 62095

MINUTES OF MEETING – BOARD OF COMMISSIONERS

1. Meeting Information

Date: Friday August 19, 2022
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#
Written By: Brianne England

2. Attendees

Name	Title	Organization
Charles Johansen	President – Board of Commissioners	Wood River Drainage & Levee District
Anthony Roberts	Board of Commissioners	Wood River Drainage & Levee District
Kevin Williams	Executive Director	Wood River Drainage & Levee District
Brianne England	Secretary/Treasurer	Wood River Drainage & Levee District
Lucy Dehner	Agent	The Luken Agency

3. Call to Order

The meeting was called to order at 8:30 am by Commissioner Johansen. Johansen then turned moderation of the meeting to Kevin Williams.

4. Public Comments

N/A

5. U.S. Army Corps of Engineers Report

5.1. Harold Graef was unable to attend meeting and did not provide notes prior to meeting.

6. Superintendent Report

6.1. Mike Allen was not present for the meeting.

7. Executive Director Report

7.1. Kevin Williams provided his project update based on notes received prior to the meeting.
See attachment.
7.2. Project 2022-10 is complete, new garage doors have been installed.

8. Luken Insurance Agency Comments

8.1. Lucy Dehner was present at the meeting and available for any questions.
8.2. New 2023 TrILERMAN trailer was added to policy.

9. Attorney James Craney Comments

9.1. James Craney was not present for the meeting.



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10. Commissioners Report:

10.1. Nothing new to report currently.

11. Approval of Minutes of the previous meeting:

A motion was made by Johansen to approve the minutes for 8/5/22; seconded by Roberts.

Johansen: aye; Roberts: aye. Motion passed

12. Approval of the Bills

A motion was made by Johansen to approve the list of bills presented in the amount of \$42,627.45; second by Roberts. See attachments.

Johansen: aye; Roberts: aye. Motion passed

13. 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 Roberts.

Johansen: aye; Roberts: aye. Motion passed

14. Old Business

14.1. Discussion and potential action regarding executing an intergovernmental agreement with the City of Wood River in support of USACE Relief Well Project #2

Motion was made by Johansen to table; seconded by Roberts

Johansen: aye; Roberts: aye. Motion tabled

15. New Business

15.1. Discussion and potential action regarding executing a maintenance easement for PID 19-1-08-28-00-000-002, owned by the City of Wood River

Motion was made by Johansen to pass, pending review and approval by James Craney; seconded by Roberts

Johansen: aye; Roberts: aye. Motion passed

15.2. Discussion and potential action regarding transferring ownership of PID 19-1-08-21-00-000-002 but retaining an access easement on the portion of the parcel that is over the existing access road



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Motion was made by Johansen to pass, pending review and approval by James Craney; seconded by Roberts

Johansen: aye; Roberts: aye. Motion passed

- 15.3. Discussion and potential action regarding awarding Project 2022-07 (Relief Well Testing and Inspection) to ARDL, Inc

Motion was made by Johansen to pass, approval of proposal only; seconded by Roberts

Johansen: aye; Roberts: aye. Motion passed

16. Communications

17. Executive Session

N/A

18. Return to open session/roll call:

N/A

19. Commissioners/Employee Comments:

N/A

20. Adjournment

Motion made by Roberts; seconded by Johansen to adjourn.

Johansen: aye; Roberts: aye. Motion carried.

Adjournment at 8:41 a.m.

Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



19 August 2022 – Executive Director Report

- **Pump Station Design Deficiency Corrections Project (2021-05)**
 - Work Orders for Vandevanter Engineering and Guarantee Electric have been executed.
 - Vandevanter Engineering = \$100,505
 - Guarantee Electric = 52,888
 - **Total Project Cost = \$153,393**
 - Project Execution scheduled for August 2022.

- **Gravity Drains Inspection Project (2021-06)**
 - GW-23B & GW-23C – Gravity Drains at RAPS
 - Execution scheduled for 31 August/01 September.

 - North flank of LWR Drains (11 Total)
 - GW-19 Remains.
 - GW-15, GW-16, and GW-17 will be de-scoped.
 - Added scope: Blanket Drain #2 pipe system.

- **Relief Well Testing / Inspection Project (Project 2022-07)**
 - Received 2 bids from qualified contractors.
 - Recommend awarding contract to ARDL, Inc.
 - For consideration today.
 - Execution begins in FY2023.

- **EA1 Pump Station Pump No. 2 Rebuild (Project 2022-09)**
 - Received 2 bids – WRDL is evaluating.
 - The Pump Shop at Missouri Machinery & Engineering, Co.
 - Vandevanter Engineering, A cogent Company
 - Execution will be FY2023.

- **Maintenance Building Door Replacement (Project 2022-10)**
 - Work is complete.

- **Abandon Culvert Drains at GW-15, GW-16, and GW-17 (Project 2022-12)**
 - Three drains will be abandoned this fall.

- **WRDL Maintenance Projects**
 - Vegetation Management
 - Mowing of the levees began 10 May 2022.
 - Cycle 1 = 10 May 2022 – 14 June 2022 (**≈5 weeks**)
 - Cycle 2 = 27 June 2022 – 05 August 2022 (**≈6 weeks**)
 - Cycle 3 = 08 August 2022 – TBD
 - Spraying program is ongoing.

 - Painting EA2 Garages
 - Project to be completed between mowing cycles 3 and 4.

 - Training – All WRDL maintenance staff have completed OSHA 10-Hr Construction Training.

 - FEMA 2019 Flood Debris Removal
 - CAT-Z project (\$18,592.09) funds have been “Obligated”.



19 August 2022 – Executive Director Report

- IEMA confirmed that WRDLD, "...will be the first DR-4461 subgrant closeout on the list."

- **Pump Stations**

- East Alton No. 1 Closed. **Passively** maintaining elevation 406-410 in impoundment.
- Lakeside Closed.
- Virginia Street Closed.
- East Alton No. 2 Closed.
- Wood River Closed.
- Rand Avenue Open. 24/7 operation.
- Hawthorne No. 1 Closed.
- Hawthorne No. 2 Closed.
- Grassy Lake Closed.

- **U.S. Army Corps of Engineers (USACE) Coordination**

- Authorized Level Projects
 - Pump Station Modifications – USACE has verbally stated that all WRDLD comments will be addressed.
 - Bid Package 8 – Magruder Construction Co.
 - Excavation for pump station has begun.
 - Bid Package 9 – USACE has not confirmed WIK eligibility. Design on hold.
 - USACE has asked FPD to provide a scope of work and schedule.
 - Canal Road Pump Stations – Project bid 31 May 2022. Awaiting award.
 - RW Package 1 – BCI Construction USA, Inc.
 - Relief Well Drilling – Ongoing.
 - RW Package 2 – 95% ATR.
 - WRDLD provided 14 comments.
 - USACE looking to adjust alignment of Old WRC.
 - RW Package 3 – BCOES.
 - WRDLD provided 10 comments.
- Mel Price Deficiency Projects
 - Mel Price RW Package 1 – Meyer Contracting, LLC.
 - Relief well drilling, development, and pump testing complete.
 - Installation of outlet works ongoing.
 - Mel Price RW Package 2 – BCI Construction, USA, Inc.
- P.L. 84-99
 - Wood River Pump Station
 - Project Complete.
 - East Alton No. 1 Pump Station
 - Repair of pipe #1 in progress.
 - Repair of pipe #2 next week.

Wood River Drainage & Levee District Unpaid Bills Detail All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - EA#2 Bill	08/08/2022	7026 ...	08/22/2022		233.91
Total Ameren Illinois - EA#2					233.91
Ameren Illinois - Grassy Bill	08/08/2022	6035 ...	08/22/2022		96.45
Total Ameren Illinois - Grassy					96.45
Ameren Illinois - Haw #1 Bill	08/03/2022	3024 ...	08/17/2022		167.07
Total Ameren Illinois - Haw #1					167.07
Ameren Illinois - Lakeside Bill	08/03/2022	2652 ...	08/17/2022		50.77
Total Ameren Illinois - Lakeside					50.77
Ameren Illinois - Rand Bill	08/03/2022	3111 ...	08/17/2022		3,772.69
Total Ameren Illinois - Rand					3,772.69
Bertels Sales and Service Bill	07/26/2022	146573	08/09/2022	2	249.98
Total Bertels Sales and Service					249.98
Drake Tire & Auto Service, LLC Bill	07/27/2022	00245...	08/10/2022	1	32.90
Total Drake Tire & Auto Service, LLC					32.90
Jefferson Trailer Sales Bill	08/03/2022	874554	08/17/2022		350.00
Total Jefferson Trailer Sales					350.00
Lewis Brisbois Bisgaard & Smith, LLP Bill	07/27/2022	33634...	08/10/2022	1	110.00
Total Lewis Brisbois Bisgaard & Smith, LLP					110.00
Luken Agency Bill	08/04/2022	STAT...	08/18/2022		4,398.00
Total Luken Agency					4,398.00
Midwest Sanitary Services, Inc Bill	07/30/2022	20223...	08/13/2022		79.20

Wood River Drainage & Levee District
Unpaid Bills Detail
All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
Total Midwest Sanitary Services, Inc					
					79.20
New Frontier Materials LLC					
Bill	07/25/2022	12576...	08/08/2022	3	633.77
Bill	07/27/2022	12576...	08/10/2022	1	115.68
Bill	07/28/2022	12577...	08/11/2022		524.46
Total New Frontier Materials LLC					
					1,273.91
Spectrum Business					
Bill	08/03/2022	00250...	08/17/2022		186.96
Total Spectrum Business					
					186.96
TOTAL					
					11,001.84

Wood River Drainage & Levee District
Unpaid Bills Detail
As of August 18, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	08/01/2022	10215	08/15/2022	3	358.00
Total Ace Tech Computer Services, Inc.					358.00
Ameren Illinois - EA#1					
Bill	08/16/2022	0312 ...	08/30/2022		192.81
Bill	08/16/2022	2116 ...	08/30/2022		209.14
Total Ameren Illinois - EA#1					401.95
AT&T - FirstNet					
Bill	08/14/2022	28729...	08/28/2022		317.74
Total AT&T - FirstNet					317.74
Craney Winters Law Group, LLC					
Bill	08/03/2022	15737	08/17/2022	1	360.00
Total Craney Winters Law Group, LLC					360.00
Hearst Media					
Bill	08/03/2022	80135...	08/17/2022	1	29.95
Total Hearst Media					29.95
Illinois American Water					
Bill	08/03/2022	1025-...	08/17/2022	1	29.96
Total Illinois American Water					29.96
Lawn Care Equipment Co					
Bill	08/02/2022	857053	08/16/2022	2	35.43
Bill	08/02/2022	857052	08/16/2022	2	81.92
Bill	08/09/2022	858357	08/23/2022		114.50
Total Lawn Care Equipment Co					231.85
MTS-Jerseyville					
Bill	08/03/2022	37763J	08/13/2022	5	45.10
Total MTS-Jerseyville					45.10
Rob's Discount Muffler					
Bill	08/05/2022	84561	08/19/2022		1,133.87
Total Rob's Discount Muffler					1,133.87
WILLIAMS, KEVIN					
Bill	08/11/2022	AUTO...	08/25/2022		218.19
Total WILLIAMS, KEVIN					218.19
TOTAL					3,126.61

Auto-Onwers paid online 8/16/22 - \$28,499.00

Total = \$31,625.61

Wood River Drainage & Levee District
Balance Sheet
 As of August 18, 2022

	Aug 18, 22
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	25.94
102.7 · Business Share-1st Mid Credit U	16.38
103.1 · Maint Checking *3552 - MadCo	6,643.62
103.2 · Maint MMDA *0784 - MadCo	1,414,357.35
103.3 · Rand Checking *5598 - MadCo	882.81
103.4 · Rand MMDA *3593 - MadCo	455,261.25
103.5 · EA #1 MMDA *7528 - MadCo	258,035.41
Total Checking/Savings	2,135,222.76
Accounts Receivable	
108 · Accounts Receivable	283,981.00
Total Accounts Receivable	283,981.00
Other Current Assets	
112 · Investments CD	
112.29 · Live Oak Bank CD 5811	249,592.93
112.30 · Maint CD 114	250,243.84
112.31 · Maint CD 115	250,243.84
112.32 · Bank of MadCo - Rand CD 3926	249,502.10
Total 112 · Investments CD	999,582.71
Total Other Current Assets	999,582.71
Total Current Assets	3,418,786.47
Fixed Assets	
120 · Property & Equipment	1,984,473.37
126 · Land	216,131.00
Total Fixed Assets	2,200,604.37
TOTAL ASSETS	5,619,390.84
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
230 · Payroll Liabilities	
230.03 · Social Security	
230.031 · Company	0.01
230.032 · Employee	0.01
Total 230.03 · Social Security	0.02
230.08 · IMRF	
230.081 · Company	683.77
230.082 · Employee	1,077.96
Total 230.08 · IMRF	1,761.73
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	1,334.96
230.12 · Union Dues	133.31
230.14 · Miscellaneous	5,475.00
Total 230 · Payroll Liabilities	8,752.08

Wood River Drainage & Levee District
Balance Sheet
As of August 18, 2022

	<u>Aug 18, 22</u>
Total Other Current Liabilities	8,752.08
Total Current Liabilities	8,752.08
Long Term Liabilities	
243 · Unreserved	4,729,212.16
244 · EA #1 Pump - Reserved	164,040.00
Total Long Term Liabilities	4,893,252.16
Total Liabilities	4,902,004.24
Equity	
299 · Fund Balance	354,012.20
Net Income	363,374.40
Total Equity	717,386.60
TOTAL LIABILITIES & EQUITY	5,619,390.84

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget
Income			
300 · Assessment	890,258.09	919,000.00	-28,741.91
301 · Interest Earned			
301.2 · Maint Interest Earned	4,719.23	4,000.00	719.23
301.3 · Pump Interest Earned	537.14	500.00	37.14
301.4 · Rand Interest Earned	1,321.35	1,100.00	221.35
Total 301 · Interest Earned	6,577.72	5,600.00	977.72
306 · Miscellaneous	26,533.02	26,900.00	-366.98
309 · Easement & Inspection Fee	61,650.00	61,650.00	0.00
310 · Phillips 66	212,111.78	220,800.00	-8,688.22
312 · F.E.M.A.	0.00	18,600.00	-18,600.00
313 · Sale of Fixed Assets	13,500.00	13,500.00	0.00
314 · Refunds	0.00	0.00	0.00
315 · Lease	950.00	950.00	0.00
Total Income	1,211,580.61	1,267,000.00	-55,419.39
Gross Profit	1,211,580.61	1,267,000.00	-55,419.39
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	12,314.07	16,000.00	-3,685.93
403 · East Alton No. 1 Maintenance	121.45	150.00	-28.55
404 · East Alton No. 1 Repairs	0.00	0.00	0.00
411 · Wood River Labor	0.00	2,000.00	-2,000.00
412 · Wood River Utilities	3,236.55	5,000.00	-1,763.45
413 · Wood River Maintenance	0.00	0.00	0.00
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	71,052.50	82,000.00	-10,947.50
422 · Rand Ave Utilities	34,825.29	39,000.00	-4,174.71
423 · Rand Ave Maintenance	688.58	5,000.00	-4,311.42
424 · Rand Ave Repair	990.94	2,000.00	-1,009.06
428 · Rand Ave. Management Labor	14,757.15	20,000.00	-5,242.85
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	1,463.34	1,800.00	-336.66
433 · Hawthorne No. 1 Maintenance	0.00	0.00	0.00
434 · Hawthorne No. 1 Repairs	0.00	0.00	0.00
441 · East Alton No. 2 Labor	0.00	0.00	0.00
442 · East Alton No. 2 Utilities	2,100.91	3,300.00	-1,199.09
443 · East Alton No. 2 Maintenance	0.00	0.00	0.00
444 · East Alton No. 2 Repairs	0.00	0.00	0.00
492 · Grassy Lake Utilities	841.05	1,500.00	-658.95
493 · Grassy Lake Repairs/Maintenance	57.98	100.00	-42.02
494 · Hawthorne No. 2 Utilities	369.54	750.00	-380.46
495 · Hawthorne No. 2 Repairs/Maint	0.00	0.00	0.00
496 · Virginia St Utilities	476.87	750.00	-273.13
497 · Virginia St Repairs/Maintenance	575.99	600.00	-24.01
498 · Lakeside Utilities	514.13	750.00	-235.87
499 · Lakeside Repairs/Maintenance	0.00	0.00	0.00
Total 400 · Pump Operations	144,386.34	180,700.00	-36,313.66
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	11,776.13	17,000.00	-5,223.87
551 · Maintenance Labor	132,557.63	158,000.00	-25,442.37
552 · Utilities	5,874.43	7,000.00	-1,125.57
553 · Building Maint & Supplies	9,826.80	20,500.00	-10,673.20
554 · Fuel (Gasoline)	12,951.58	18,000.00	-5,048.42
555 · Fuel (Diesel)	9,718.65	14,000.00	-4,281.35
556 · Tractor Maint. / Repair	5,420.11	11,000.00	-5,579.89
557 · Vehicle Maint. / Repair	20,159.32	20,000.00	159.32
558 · Equipment Maint. / Repair	10,014.34	11,000.00	-985.66
559 · Vegetation Removal	10,964.89	11,000.00	-35.11

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2021 through September 2022

	<u>Oct '21 - Sep 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
560 · Clothing Allowance	532.12	1,500.00	-967.88
561 · Aggregate and Rip Rap	3,609.87	5,000.00	-1,390.13
569 · Employee Insurance Benefit	27,621.21	31,000.00	-3,378.79
570 · Insurance	62,598.38	60,000.00	2,598.38
573 · Training	540.00	1,000.00	-460.00
576 · Safety	748.51	1,000.00	-251.49
Total 500 · Maintenance Operations	324,913.97	387,000.00	-62,086.03
600 · Administration			
601 · Administration Labor	140,428.37	161,000.00	-20,571.63
602 · Utilities	4,439.24	7,000.00	-2,560.76
603 · Office Supplies	9,829.71	13,000.00	-3,170.29
604 · Building Maintenance	6,857.68	10,400.00	-3,542.32
605 · Commissioner Labor	19,380.00	24,000.00	-4,620.00
606 · Travel and Meals	2,443.04	3,000.00	-556.96
607 · Consultant - Accounting	4,900.00	5,000.00	-100.00
608 · Consultant - Attorney	7,486.28	10,000.00	-2,513.72
609 · Consultant - Engineering	3,412.50	7,000.00	-3,587.50
612 · Clothing Allowance	1,417.78	2,000.00	-582.22
615 · Employee Insurance Benefit	12,262.94	14,000.00	-1,737.06
616 · Employmnt & Other Medical	144.00	500.00	-356.00
618 · Bonds	2,400.00	2,400.00	0.00
620 · Marketing - Publications	363.19	1,000.00	-636.81
630 · Re-Assessment Costs	0.00	0.00	0.00
663 · Contract Labor	0.00	0.00	0.00
699 · Finance Charges	114.85	120.00	-5.15
Total 600 · Administration	215,879.58	260,420.00	-44,540.42
700 · Capital Projects			
701 · Addiional Expense	40,445.89	78,000.00	-37,554.11
705 · Corp Routine Insp/Repairs	59,437.63	104,000.00	-44,562.37
710 · Reconstructions	0.00	156,000.00	-156,000.00
Total 700 · Capital Projects	99,883.52	338,000.00	-238,116.48
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	23,754.93	28,760.00	-5,005.07
853 · IMRF	14,521.66	18,040.00	-3,518.34
854 · Insurance Benefit	9,427.88	10,500.00	-1,072.12
855 · Medicare	5,555.57	6,730.00	-1,174.43
856 · SUIL	9,882.76	11,800.00	-1,917.24
857 · Covid-19	0.00	0.00	0.00
Total 800 · Payroll Expenses	63,142.80	75,830.00	-12,687.20
Total Expense	848,206.21	1,241,950.00	-393,743.79
Net Income	363,374.40	25,050.00	338,324.40