

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

October 4, 2019

The Commissioners of the Wood River Drainage and Levee District held a Meeting on Tuesday, September 17, 2019 at the Wood River Drainage and Levee District Office, 543 W. Madison Avenue, Wood River, IL 62095. Present were Commissioners, Carnell, Johansen and Kincade, Hal Graef, USACE; Kevin Williams; Wood; Britt Donoho and James Craney, Attorneys; Jeremy Plank, CPA; Mike Allen; Asst Superintendent; Brianne England, Secretary/Treasurer; Catrina Roach; Margret Weber; Denny Weber; and Vince Milazzo.

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

Public comments: NA

**US Army Corps of Engineers Comments:  
Presented by Hal Graef 10/04/19**

1. USACE continues regular coordination with Wood on:

Remaining Features	Summary	Status	Potential to Combine into One Contract
Bid Package 8 (NFS)	22 RW/1 PS in Reach 5	Expecting to receive 95% submittal from Wood 8 November 2019; NTP for Acquisition issued 17Jun19	x
Pump Stations	3 new PSs in Reach 5	Currently undergoing 95% ATR; NTP for Acquisition to be issued following this ATR (not issued sooner due to changing footprint)	x
RW #1	24 RWs (base + option)	Design complete for 12; awaiting NFS RE Acquisition (NTP for Acquisition issued 9May19)	
RW #2/Ditch Work	56 RWs/reconnect Old WR Creek	Design in FY21	
Pump Station Modifications	2 mods (WR and Hawthorne)	Design in FY20; design initiated with site visit early September	
RW #3	44 RWs	Design in FY20	x
Mitigation		FY21	

FY20 contract awards:

- Relief Well package #1; July 2020
- Canal Road Pump Stations (4) and RW (22) [combining BP-8 and PS designs into one contract for better pricing, better quality, more efficient oversight]; September 2020

2. PL 84-99

- Damage surveys complete; next step is Project Information Report (PIR) which includes cost estimates, quantities, etc.
- The USACE point of contact for PL 84-99 repairs is:
  - Dennis Gilmore
  - Project Manager
  - Desk: 314-331-8108
  - [Dennis.W.Gilmore@usace.army.mil](mailto:Dennis.W.Gilmore@usace.army.mil)

3. Mel Price underseepage has been funded to completion. Plan is to complete design and award the remaining two Relief Well packages this FY20.

- 75 RWs total; 55 in Reach 1; 20 in Reach 2
- USACE Project Manager is Dennis Gilmore

4. Recommend System Wide Improvement Framework (SWIF) - If there are any questions, Jeremy Eck is the point of contact.

5. USACE requests Wood River's Updated Organizational Chart

- List of the Levee District's Points of Contact for all key personnel including Interim Exec Director, Board Members, Maintenance Superintendent, Secretary/Treasurer
- E-mail and phone numbers for each

**Engineering Comments:**

**Presented by Kevin Wood**

04 October 2019 Project Update

☐ Erosion Repair Project (2019-01)

- o 08 FEB 19 Plans/calculations submitted to USACE
- o 04 MAR 19 USACE Review comments received
- o 11 MAR 19 Wood notified that USACE is also going to require a Phase I Cultural Study
- o 11 APR 19 Wood resubmitted plans/calculations to USACE
- o 06 JUN 19 Board signature on 404 Application
- o 22 JUL 19 Phase I Cultural Study of "Repair Area #3" complete
- o 15 AUG 19 Report for Phase I Cultural Study of "Repair Area #3" submitted to USACE
- o 12 SEP 19 Received 404/408 Permit from USACE
- o 17 SEP 19 Wood notified the District that this project will bid as soon as possible
- o 30 SEP 19 Project Advertised
- o 18 OCT 19 Mandatory Pre-Bid Meeting
- o 15 NOV 19 Bids Due

☐ 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 Design will be complete by the end of 2019 calendar year.
- o Will be highly depended upon river levels.

☒ Routine Inspection Deficiency Corrections – Wood met with WRDLD staff and commissioners on 16AUG19. The District plans to complete erosion repairs (2019-01) and culvert inspections (2020-02). These two deficiencies types represent over ½ of the “unacceptable” items in WRU and the E-W Forks. The District will also begin a renewed emphasis on the vegetation spraying program. The unwanted vegetation deficiency type represents 65% of the “unacceptable” items in WRL. Checking these items off the deficiency list will be the most efficient use of District funds in the first year of the SWIF program.

☒ System-Wide Improvement Framework (SWIF) LOI – Submitted to the USACE today, 04 October 2019.

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

o IEMA Public Assistance Program – The submittal went in on 06AUG19. IEMA and FEMA seemed very pleased with the District’s documentation. Ron met with IEMA on 01 October. Update?

o PL-84-99 – Submitted 4 applications to USACE on 19AUG19.

☒ Application 1 – East Alton No. 1 Gravity Drain

☒ Application 2 – Stream Bank Erosion (LWR)

☒ Application 3 – Stream Bank Erosion (UWR)

☒ Application 4 – Wood River Pump Station Gravity Drain

Wood and WRDLD met with the USACE on 8/30/19 to assess the areas where applications were submitted.

USACE will review and respond to the district at a later date.

o Project Notifications

☒ Multiple projects are set to begin this fall once the river fully recedes. (Ameren, BP, other). WRDLD should be aware of these project locations to ensure that they follow the correct procedures.

☒ Wood Budget 2020 – Wood’s current task orders expired on 30 September 2019. Submitted for review at last meeting. For the District’s approval today.

☒ Ongoing Coordination with the USACE

o LERRDs (Land, Easements, Rights-Of-Way, Relocation, and Disposal Areas). Ongoing.

o Temporary Rights of Entry – Ongoing

#### **Luken Insurance Agency Comments:**

**Presented by Jeff Luken –**

N/A

#### **Minutes of the previous Meeting:**

A motion was made by Kincade to approve the minutes of the meeting held September 17, 2019 seconded by Johansen. 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 \$89,792.60. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

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

**Superintendent/Maintenance Report –**

Grassy Lift Station – gate is functional.

Hawthorne – monitoring pump station and water level

Opened Wood River and EA#2 pump stations

Working with Wegman to get pump at EA#2 looked at and hour meters on the pumps.

Mowing still in progress.

**Attorney James Craney:**

Discussed various rights of entries, specifically Bradford Farrell Trust, Wood River Pipelines, William Duncan Trust and Olin. We have been in contact with attorneys and/or various land owners. In the process of finalizing these agreements. Discussed written volunteer policy and proposed changes. Commissioners decided to table in light of changes to the policy.

**Communications:**

Carnell attended applicant briefing at SWIC on 10/1/19 regarding FEMA-4461-DR-IL Public Assistance. Paperwork is to be completed by 10/19/19. Secretary/Treasurer working on getting SAM expiration date.

**Old Business:**

Discussion and Potential Action relating to approval of Skid Steer – Bid from MTS for \$48,580.00. A motion by Kincade and seconded by Johansen to approve. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Discussion and Potential Action relating to Written Volunteer Policy. - A motion by Johansen and seconded by Kincade to table. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and potential Action relating to Emergency Repairs for Grassy Lake – gate is operational, work is completed. – A motion by Johansen and seconded by Kincade to approve. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action for Wood Environment and Infrastructure Solutions Budget. A motion made by Johansen and seconded by Kincade to approve. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Discussion and Potential Action in regard to Koche ROE – A motion mad by Kincade and seconded by Johansen to table. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Discussion and Potential Action in regard to establishing new Payroll Procedures. All payroll direct deposits will be submitted by the secretary/treasurer and approved by Vice President. A motion made by Kincade and seconded by Johansen to approve. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

**New Business:**

Discussion and Potential Action to Appoint Vice President of the Board of Commissioners. A motion made by Kincade and seconded by Carnell to appoint Charles Johansen Vice President. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Discussion and Potential Action to Appoint Secretary/Treasurer of the Wood River Drainage and Levee District. A motion by Johansen and seconded by Kincade to appoint Brianne England. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action to Appoint Craney Law Office, as legal counsel for the Wood River Drainage and Levee District. A motion made by Kincade and seconded by Johansen to approve. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action to Appoint Wood Environment and Infrastructure Solutions as Engineering Firm. A motion made by Kincade and seconded by Johansen to approve. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action to Appoint an Auditor for the Wood River Drainage and Levee District. A motion made by Kincade and seconded by Johansen to appoint Jeremy Plank. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action to Appoint 1<sup>st</sup> Mid Bank and Trust and 1<sup>st</sup> Mid America Credit Union as financial institutions for the Wood River Drainage and Levee District. A motion made by Johansen and seconded by Kincade to approve. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action in regard to timeline for completing financial budget for Wood River Drainage and Levee District. A motion made by Kincade and seconded by Johansen to table. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Discussion and Potential Action in regard to increase hourly wage of pump monitors.

	Days	Afternoons	Midnights
Weekdays	\$10.00	\$10.50	\$11.00
Weekends	\$11.00	\$11.50	\$12.00

A motion was made by Johansen and seconded by Kincade to approve. Johansen, aye; Kincade, aye, Carnell, aye. Motion carried.

Discussion and Potential Action in regard to placement of ad to hire additional pump monitors. A motion was made by Kincade and seconded by Johansen to approve. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

A motion was made by Carnell to go into Closed Session, seconded by Johansen at 09:40am.

**Return to open session/roll call:** Carnell, aye; Johansen, aye; Kincade, aye at 11:08 am.

**Commissioners/Employees Comments:**

Johansen – Forensic Audit is near completion and will be available for public viewing Monday October 7<sup>th</sup>.

**Adjournment:** Motion made by Carnell, seconded by Johansen. Johansen, aye; Kincade, aye; Carnell, aye. Motion at 11:10am.

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