

MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT
September 17, 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, Attorneys; Jeff Luken: The Luken Agency; Jeremy Plank, CPA; Mike Allen; Asst Superintendent; Brianne England, Secretary/Treasurer.

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 9/17/2019

1. USACE continues regular coordination with Wood on:
 - Design effort of BP-8 (ongoing)
 - Design effort of Relief Well package #1 (nearly complete); will need permanent and temporary easements to award the contract
 - Design of the 3 Pump Stations in Reach 5 (ongoing); 95% Agency Technical Review (ATR) underway
 - USACE review of the Erosion Repair request. Complete
 - USACE seeks to begin design work on Relief Well packages #2 and #3 in the near future; will need ROEs for borings
 - USACE has initiated design work on Pump Station Modifications (WR and Hawthorne)

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

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

4. 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
17 September 2019 Project Update

- **Erosion Repair Project (2019-01)**
 - 08 FEB 19 Plans/calculations submitted to USACE
 - 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
 - **Gravity Drains Inspection Project (2019-02)**
 - 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 September with execution this fall.
 - 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 (2019-02). 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** – A draft of the SWIF LOI was hand delivered to each commissioner on 06AUG19. This document is in draft form, pending input from the commissioners. Wood is asking for comments back from the commissioners by the end of the month. Planned submittal to USACE is after the first board meeting in September. No comments were received by the commissioners. Wood will submit to the USACE by the end of the September.
 - **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. No communication since the last meeting.
 - 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 expire on 30 September 2019. The district will receive a formal proposal in a few weeks for acceptance at the 01 October 2019 board meeting.
- **Ongoing Coordination with the USACE**
 - o LERRDs (Land, Easements, Rights-Of-Way, Relocation, and Disposal Areas). Ongoing.
 - o Temporary Rights of Entry – Wood is requesting a meeting with USACE to discuss further. Craney Law to advise when/where they'd like to meet.

Luken Insurance Agency Comments:
Presented by Jeff Luken –

Jeff reported work comp claim for Nolte Dawson is moving along fine. Asked about new hire pre-employment physical, recommends considering for future hires. Bonding of new secretary/treasurer Brianne England.

Minutes of the previous Meeting:

A motion was made by Kincade to approve the executive minutes of the meeting held August 20, 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 \$10,034.93. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Treasurer/Financial Report: England 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 – back online and gate opened back up by end of week.

Sievers – 50/50 tractor should be back by next Friday. Need to install hydraulic steering pump.

EA#2 – when #1 pump is running it kicks out #2 pump. Working with Wegman to resolve.

Rand – working Vandeventer with setting up a service schedule.

Mowing still in progress.

Attorney James Craney:

Donoho reported they had been working with Wood on various agreements. ROE for Koch, need to know which one is the final for approval. Bradford Farrel, Duncan Trust & Wood Pipeline ROE initial communications. Will discuss employment issues in executive session.

Old Business:

Discussion and Potential Action relating to approval of Skid Steer - Still waiting on more bids to come in. A motion by Kincade and seconded by Johansen to table. 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 – Engaged a contractor to raise gate. Waiting on delivery of chain. – tabled until next meeting

New Business:

Discussion and Potential Action for Wood Environment and Infrastructure Solutions Budget. Tabled until next meeting in Oct.

Discussion and Potential Action in regard to moving Commissioner Bi-Monthly Meetings to Friday at 8:30 a.m. – Change starting Oct 4th going forward. A motion by Johansen and seconded by Kincade to pass. Johansen, aye; Kincade, aye; Carnell, aye. Motioned carried.

Discussion and Potential Action in regard to Kock ROE – tabled until next meeting

A motion was made by Carnell to go into Closed Session, seconded by Johansen at 09:11am.

Return to open session/roll call: Carnell, aye; Johansen, aye; Kincade, aye at 10:17am.

Commissioners/Employees Comments:

Johansen – wants to get a timeline together for completing a budget.

Carnell – will be out of town from Sept 22nd – Sept 29th.

Adjournment: Motion made by Carnell, seconded by Johansen. Johansen, aye; Kincade, aye; Carnell, aye. Motion at 10:20am.






