

MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT
October 18, 2019

The Commissioners of the Wood River Drainage and Levee District held a Meeting on Friday, October 18, 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, Mike Meyer and Margret Weber.

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 10/18/19**

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 <ul style="list-style-type: none"> - Need to confirm sufficient permanent/construction easement available - Modification necessitates removal of WR PS office/breakroom 	
RW #3	44 RWs	Design in FY20	
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

Coordinating with Wood on Reach 5 abandoned pipeline removal (Enable).

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. System Wide Improvement Framework (SWIF) – submitted 8 Oct; however, it needs a few tweaks prior to becoming a complete request. POC is Jeremy Eck.

4. Wood River's Updated Organizational Chart – received 16 Oct. Thank you.

Intent is to use this to facilitate information dealing with the Corps.

- Design Deficiency Corrections Project Manager is Hal Graef

- Levee safety (and inspection program) is Rachel Lopez

- Section 408 submittals and approvals is Jeremy Eck

- SWIF is Jeremy Eck

- PL 84-99 repairs is Dennis Gilmore (WR) and Shane Simmons (overall PL 84-99 repairs)

- WR Upper (Mel Price) underseepage corrections is Dennis Gilmore

- Emergency Response (flood fight) is John Osterhage

Engineering Comments:

Presented by Kevin Wood

18 October 2019 Project Update

· **Erosion Repair Project (2019-01)**

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

· **Gravity Drains Inspection Project (2020-02)**

- 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.
- Design will be complete by the end of 2019 calendar year.
- 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 1/2 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. 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.
 - 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?
 - 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.
- 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**
 - LERRDs (Land, Easements, Rights-Of-Way, Relocation, and Disposal Areas). Ongoing.
 - Temporary Rights of Entry – Ongoing

Luken Insurance Agency Comments:
Presented by Jeff Luken –

Looking into for coverage for new skid steer and trailer.

Minutes of the previous Meeting:

A motion was made by Johansen to approve the minutes of the meeting held October 04, 2019 seconded by Kincade. Carnell, aye; Johansen, aye; Kincade, aye. Motion carried.

Approval of the Bills: A motion was made by Carnell, seconded by Johansen to approve the list of bills presented in the amount of \$81,613.50. 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 –

Daily checking on pump stations. All pump stations are open.

EA#1 – keeping water level at the USACE requirements

Training new pump monitors

Greasing stems as we are dropping the gates

WR – fixed pre-oiler on pump #4

Winterized the sprayer and continue painting handrails

Ron and Mike met with Wegman Electric about hour meters and EA#1 pump. Still waiting for call back from Wegman.

Talked to water movers about emergency plan at Rand
Mowing the pump stations and office
Finished up the first cut as the levee and starting 2nd. Cutting out saplings around our structures
Skid steer training Friday

Attorney James Craney:

Working on personnel manual for WRDLD full time employees and part-time/seasonal employees and written volunteer policy.
Creating a spreadsheet to help communications and project tracking.
Still waiting on information from landowners for ROE. USACE is requesting longer than 3 months for Koch, need at least 6 months.

Communications:

Wood River Drainage and Levee District organizational chart – still need some clarification. Chuck to discuss with IBEW.
Mike Allen's Superintendent email is set up and ready.
BP public notification received regarding riverfront property

Old Business:

Discussion and Potential Action relating to timeline for completing financial budget for WRDLD – Catrina Roach & Kevin Williams have been working on budget. Jeremy Plank is going to assist going forward. Working towards a completed budget by next meeting on Nov 1st. A motion to table made 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. – requested to remove item at this time by Craney

Discussion and Potential Action in regard to Koche ROE – already discussed and requested to move on by Craney

New Business:

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

Discussion and Potential Action to Appoint Superintendent of the Wood River Drainage and Levee District. A motion by Carnell and seconded by Johansen to appoint Michael Allen. Carnell, aye; Johansen, aye; Kincade, aye. Motion carried.

Discussion and Potential Action to soundproof the commissioners' office. Commissioners are looking into pricing for sound soap. A motion made by Johansen and seconded by Kincade to table. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action holiday pay rate change for all pump monitors starting 10/1/19. Time and half for New Year's Day, Memorial Day, 4th of July, Labor Day, Columbus Day and Veteran's Day. Double time pay for Good Friday, Easter Sunday, Thanksgiving Day, Christmas Eve and Christmas Day -

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

Discussion and Potential Action of automation of facility. A motion to table made by Kincade and seconded by Johansen. Johansen, aye; Kincade, aye; Carnell, aye. Motion carried.

Discussion and Potential Action of new position Operations Manager – Christy Swick is working on job description. Should be ready for approval by next meeting on Nov 1st.

A motion was made by Johansen to go into Closed Session, seconded by Carnell at 9:37 a.m.

Return to open session/roll call: done in executive session

Commissioners/Employees Comments:

Adjournment: Motion made by Carnell, seconded by Johansen. Johansen, aye; Kincade, aye; Carnell, aye. Motion at 10:48 a.m.
