

**MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT
March 6, 2020**

The Commissioners of the Wood River Drainage and Levee District held a Meeting on Friday, March 6, 2020 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; James Craney, Attorneys; Mike Allen, Superintendent; Lucy Luken, Luken Insurance; Jeremy Plank, Forensic Accounting.

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

Public comments: NA

**US Army Corps of Engineers Comments:
Presented by Hal Graef 3/6/20**

U.S. Army Corps of Engineers (USACE) Project Update Wood River Levee System March 6, 2020

1. Status of Design Deficiency Corrections Remaining Features	Summary	Notes		
Bid Package 8 (NFS)	22 RW/1 PS in Reach 5	BCOES comment backcheck in progress.		
Pump Stations	3 new PSs in Reach 5	BCOES comment backcheck in progress.		
RW #1	24 RWs (base + option)	Design complete for 12; awaiting RE Acquisition and remaining ROE (awaiting revised Olin ROE). 2 nd BCOES will need to take place (reviews are valid for up to 6 months)		
RW #2/Ditch Work	56 RWs/reconnect Old WR Creek	Seek to drill pilot holes when field conditions are favorable.		
Pump Station Modifications	2 mods (WR and Hawthorne)	Undergoing 35% design District Quality Control (DQC) review		
RW #3	44 RWs	Undergoing 35% design District Quality Control (DQC) review		
Mitigation		FY21		
Features	ROW NTP Issued	ROW Acquisition Deadline	FY20 Contract Award	Consequence
BP8 22 RW/PS	17-Jun-19	15-Nov-19	3-Sep-20	Delayed execution of existing funds and potential impact on request for funds to complete
3 PS	2-Dec-19		17-Jul-20	3-Sep-20

RW #1

9-May-19

31-Jul-19

11 Aug 20

> 6 month delay
requires a new
BCOES Review

Real Estate – LERRDs responsibility of sponsor, but USACE stands by to assist
FY20 contract awards (BP-8 and 3 PS to be separate contracts):

- Relief Well package #1

- Canal Road Pump No. 1 (BP-8 designed by Wood)

- Canal Road Pump No. 2, 3, and 4 (designed by USACE A/E, Gestra-Stanley)

2. Enable pipeline

- Awaiting testing results

- As to the presence of potential asbestos-containing materials, the PPA addresses hazardous substances.

3. Flood Preparedness Workshops:

- Any follow-up questions from this workshop? NWS will issue one more Spring Flood Outlook on Mar 12

4. CG visit 3/3/20

- Thank you for participating in the meeting with FPD, WR, MESD and Corps afternoon of March 3.

5. Damage to levee toe (station 470+00 along Canal Road)

- We have received the e-mail/photos from K. Williams on 3/2/20. USACE is evaluating.

6. Mel Price Interim Operating Plan (IOP)

- Seek confirmation of WR point of contact. Suggest a meeting between USACE/WR to review IOP.

Engineering Comments:

Presented by Kevin Wood

6 March 2020 Project Update

Ethan Thompson will be the new PM for Wood. He will not be attending every bi-monthly meeting, only as needed.

Sluice gate EA #2 the shop drawings have been approved.

Met with USACE regarding Wood River Pump Station outfall and EA #1 sinkhole and we are submitting for coverage under P.L. 84-99.

Luken Insurance Agency Comments:

Presented by Lucy Luken –

No updates from Luken.

WRDLD requested bonding for Kevin Williams, Operations Manager.

Minutes of the previous Meetings:

A motion was made by Johansen to approve the minutes of the meeting held February 7, 2020 with the corrected bill amount of \$45,279.38 seconded by Kincade. 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 \$8,194.69. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

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, seconded by Kincade to approve the Treasurer/Financial Report. Kincade, aye; Johansen, aye; Carnell, aye. Motion carried.

Superintendent/Maintenance Report –

Checked on Rand pump station. Looked at the forebay for any wood or debris that could shut down a pump. Went inside the station and checked to see which pump or pumps were running, checked the control panels, looked to see if any fault lights were on, checked the volts and amps on the control panel, and checked the water level inside the station. Talked to the pump monitor on how their shift was going and asked if they had any issues

Checked on EA 2. Went inside the station and checked the water level on the sanitary side. The sanitary pumps are in auto due to the gravity line being closed off

Let water out on gravity at EA 1 to maintain water level for the COE

Continued flood cleanup. John Milazzo operated the skid steer loading up the stockpiles of driftwood by the Hartford towers. Mike Meyer operated the dump truck taking loads of drift wood to the burn pile at EA1

Took pictures of rutting issues on Canal Road from the contractor drilling pilot holes for the COE. Let Kevin Williams aware of the issue

Met with Marty Reynolds and Kevin Williams on Hedge Road about draining issues

Met with Ron Carnell and Dave from The Pump Shop on getting on a maintenance schedule for our pumps and motors in our pump stations

Ran EA 1 with two pumps to maintain water level for the COE. At the end of the day shut down the pumps and the water level was at 407.50

The Village of East Alton jetted out the 10" line from the sanitary side to the storm water side at EA 2 for the Levee District

Moving the tree line back on the west side of the Wood River by the power plant working north towards Piasa Armory

Attorney James Craney:

Olin's ROE will be ready next week

Reach 5 is next priority

Assessment – still in discussions with David Human

Communications:

Marathon Pipe Line – Vegetation Clearing

Ford Fleet Program

2019 Financial Report

Old Business:

Discussion and Potential Action regarding new health care plan. A motion to table made by Johansen and seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye.

Discussion and Potential Action regarding purchasing mower "brush hog". A motion made by Johansen to approve and seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye. Motion passed

Discussion and Potential Action regarding purchasing new copy machine. A motion made by Kincade to approve and seconded by Johansen. Kincade, aye; Johansen, aye; Carnell aye. Motion passed

New Business:

Discussion and Potential Action regarding replacement of Rand #1 Pump. A motion made by Johansen and seconded by Kincade to table. Kincade, aye; Johansen, aye; Carnell, aye.

Discussion and Potential Action regarding pump station preventative maintenance. A motion was made by Kincade and seconded by Johansen to approve. Kincade, aye; Johansen, aye; Carnell, aye. Motion passed

A motion made by Johansen and seconded by Kincade to go into closed session at 9:14 a.m.

Return to open session/roll call: done in executive session at 11:10 a.m.

Commissioners/Employees Comments:

Adjournment: Motion made by Johansen, seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye. Motion at 10:17 a.m.

3:27 PM
02/27/20

**Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 27, 2020**

Type	Date	Num	Due Date	Aging	Open Balance
B & W Heating & Cooling, Inc					
Bill	02/26/2020	44949	03/11/2020	1	389.00
Total B & W Heating & Cooling, Inc					389.00
CR Systems, Inc.					
Bill	02/14/2020	39904	03/15/2020	13	57.00
Total CR Systems, Inc.					57.00
D & D Tire					
Bill	02/06/2020	7690	02/20/2020	21	106.60
Total D & D Tire					106.60
Forensic Accounting & Consulting Services					
Bill	01/28/2020	1102	02/11/2020	30	50.00
Bill	02/10/2020	1106	02/24/2020	17	100.00
Bill	02/24/2020	1112	03/09/2020	3	425.00
Total Forensic Accounting & Consulting Services					575.00
N. General Auto Electric, Inc.					
Bill	02/26/2020	052610	03/11/2020	1	50.00
Total N. General Auto Electric, Inc.					50.00
Part Stop, Inc.					
Bill	02/26/2020	415400	03/27/2020	1	80.84
Total Part Stop, Inc.					80.84
Royal Office Products					
Credit	02/20/2020	C 509...			-259.79
Credit	02/20/2020	C 509...			-130.73
Bill	02/18/2020	51035...	03/03/2020	9	9.62
Total Royal Office Products					-380.90
Waltco Tool's & Equipment					
Credit	02/04/2020	48245...			-22.88
Total Waltco Tool's & Equipment					-22.88
Williams Office Products, Inc.					
Bill	02/13/2020	INV00...	03/04/2020	14	43.58
Total Williams Office Products, Inc.					43.58
TOTAL					898.24

1:11 PM
03/05/20

Wood River Drainage & Levee District
Unpaid Bills Detail
As of March 5, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Allen, Michael A Bill	03/01/2020	Clothi...	03/15/2020	4	54.45
Total Allen, Michael A					54.45
Central Management Service - LGHP Bill	02/25/2020	MARC...	03/10/2020	9	5,584.00
Total Central Management Service - LGHP					5,584.00
Cintas Bill	03/02/2020	50161...	03/16/2020	3	32.14
Total Cintas					32.14
CR Systems, Inc. Bill	02/26/2020	39957	03/27/2020	8	88.00
Total CR Systems, Inc.					88.00
Culligan Water Bill	02/29/2020	78090	03/30/2020	5	7.95
Total Culligan Water					7.95
Direct TV Bill	02/25/2020	37202...	03/10/2020	9	41.99
Total Direct TV					41.99
Hartford, Village of Bill	02/29/2020	013 0...	03/14/2020	5	44.73
Total Hartford, Village of					44.73
Illinois American Water Bill	03/05/2020	1025-...	03/19/2020		21.01
Total Illinois American Water					21.01
Johansen, Chuck Bill	03/01/2020	Indee...	03/15/2020	4	258.11
Total Johansen, Chuck					258.11
Part Stop, Inc. Credit	02/01/2020	Old B...			-31.50
Total Part Stop, Inc.					-31.50
Republic Services Bill	02/20/2020	0350-...	03/05/2020	14	61.80
Total Republic Services					61.80
Royal Office Products Credit	02/20/2020	C 509...			-259.79
Credit	02/20/2020	C 509...			-121.11
Total Royal Office Products					-380.90
Visa Bill	03/05/2020	MARC...	03/19/2020		729.38
Bill	03/05/2020	MARC...	03/19/2020		808.17
Total Visa					1,537.55

- Rand
- EA#1

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03/05/20

Wood River Drainage & Levee District
Unpaid Bills Detail
As of March 5, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Waltco Tool's & Equipment Credit	02/04/2020	48245...			-22.88
Total Waltco Tool's & Equipment					-22.88
TOTAL					<u><u>7,296.45</u></u>

Total
8194.69

12:23 PM
03/05/20
Cash Basis

Wood River Drainage & Levee District
Balance Sheet
As of February 29, 2020

	<u>Feb 29, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	21.96
101.2 · EA #1 Utilities-1st Mid Bank	125,260.47
102.1 · Maint. Main - 1st Mid Bank	3,939.04
102.2 · Maint. MMDA - 1st Mid Bank	747,433.27
102.5 · Rand MMDA-1st Mid Credit Union	100,221.22
102.6 · Rand Pump St Fund-1st Mid Bank	182,687.67
102.7 · Business Share-1st Mid Credit U	21.35
Total Checking/Savings	<u>1,159,584.98</u>
Other Current Assets	
110 · Accrued Interest	9,324.02
112 · Investments CD	
112.10 · Maint CD 1303	192,883.33
112.11 · Maint CD 1304 Special Assesment	241,554.83
112.12 · Maint CD 5316	237,983.62
112.13 · Maint CD 1306	191,644.43
112.14 · Maint CD 201	232,517.53
112.17 · Maint CD 5317	106,769.17
112.20 · Rand CD 1305	64,860.31
112.21 · Rand CD 202	51,670.56
112.23 · Rand CD 5315	170,106.05
Total 112 · Investments CD	<u>1,489,989.83</u>
Total Other Current Assets	<u>1,499,313.85</u>
Total Current Assets	<u>2,658,898.83</u>
Fixed Assets	
120 · Property & Equipment	1,830,323.37
126 · Land	216,131.00
Total Fixed Assets	<u>2,046,454.37</u>
TOTAL ASSETS	<u><u>4,705,353.20</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
220 · Credit Cards	
220.03 · Casey's Business MasterCard	642.47
Total 220 · Credit Cards	<u>642.47</u>
Total Credit Cards	642.47
Other Current Liabilities	
230 · Payroll Liabilities	
230.08 · IMRF	
230.081 · Company	113.40
230.082 · Employee	493.29
Total 230.08 · IMRF	<u>606.69</u>
230.10 · State Unemployment IL	2,144.43
Total 230 · Payroll Liabilities	<u>2,751.12</u>
Total Other Current Liabilities	<u>2,751.12</u>
Total Current Liabilities	3,393.59

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03/05/20

Cash Basis

Wood River Drainage & Levee District
Balance Sheet
As of February 29, 2020

	<u>Feb 29, 20</u>
Long Term Liabilities	
243 · Unreserved	2,814,582.94
244 · EA #1 Pump - Reserved	208,526.00
Total Long Term Liabilities	<u>3,023,108.94</u>
Total Liabilities	3,026,502.53
Equity	
290 · Open Bal Equity	2,046,454.37
299 · Fund Balance	-70,095.60
Net Income	-297,508.10
Total Equity	<u>1,678,850.67</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,705,353.20</u></u>

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

03/05/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
Income			
300 · Assessment	13,845.74	940,000.00	-926,154.26
301 · Interest Earned			
301.2 · Maint Interest Earned	8,410.80	18,500.00	-8,089.40
301.3 · Pump Interest Earned	85.83	300.00	-214.17
301.4 · Rand Interest Earned	2,821.56	4,000.00	-1,178.44
301 · Interest Earned - Other	0.00	0.00	0.00
Total 301 · Interest Earned	11,317.99	20,800.00	-9,482.01
306 · Miscellaneous	72.15	75,000.00	-74,927.85
310 · ConocoPhillips	111,338.96	235,000.00	-123,661.04
314 · Refunds	158,109.78	158,000.00	-890.22
315 · Lease	600.00	600.00	0.00
Total Income	295,284.62	1,430,400.00	-1,135,115.38
Gross Profit	295,284.62	1,430,400.00	-1,135,115.38
Expense			
400 · Pump Operations			
401 · EA#1 Wages	404.00	8,000.00	-5,596.00
402 · EA#1 Pump Utilities	20,852.89	16,000.00	4,852.89
403 · EA#1 Building Maint.	0.00	0.00	0.00
404 · EA#1 Repairs	946.85	1,000.00	-53.15
405 · EA#1 Payroll Liabilities	0.00	0.00	0.00
411 · WR Wages	13,556.92	12,000.00	1,556.92
412 · WR Pump Utilities	4,699.52	8,500.00	-3,800.48
413 · WR Building Maint.	0.00	0.00	0.00
414 · WR Repairs	12,893.70	20,000.00	-7,106.30
415 · WR Payroll Liabilities	0.00	0.00	0.00
421 · Rand Avenue Wages	40,620.88	109,000.00	-68,379.12
422 · Rand Utilities	18,057.30	60,000.00	-41,942.70
423 · Rand Building Maint.	4,260.49	5,000.00	-739.51
424 · Rand Pump Repair	0.00	15,000.00	-15,000.00
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	1,966.50	24,000.00	-22,033.50
432 · Hawthorne #1 Utilities	1,407.78	4,000.00	-2,592.24
434 · Hawthorne #1 Repairs	285.71	1,000.00	-714.29
436 · Hawthorne #1 Payroll Liability	0.00	0.00	0.00
441 · EA #2 Wages	7,914.00	7,000.00	914.00
442 · EA#2 Utilities	2,486.94	4,000.00	-1,513.06
444 · EA#2 Repairs	10,547.31	1,000.00	9,547.31
445 · EA #2 Payroll Liabilities	0.00	0.00	0.00
Total 400 · Pump Operations	140,900.77	358,500.00	-217,599.23
490 · Lift Stations			
492 · Grassy Lake Utilities	1,358.36	15,000.00	-13,640.64
493 · Grassy Lake Repairs	548.25	1,000.00	-453.75
494 · Hawthorne #2 Utilities	203.77	1,000.00	-796.23
495 · Hawthorne #2 Repairs	0.00	250.00	-250.00
496 · Home Garden Utilities	261.30	800.00	-538.70
497 · Home Garden Repairs	0.00	250.00	-250.00
498 · Lake Side Utilities	326.10	1,000.00	-673.90
499 · Lake Side Repairs	0.00	250.00	-250.00
Total 490 · Lift Stations	2,696.78	19,550.00	-16,853.22
500 · Maintenance Operations			
550 · Summer Wages	12,166.42	20,000.00	-7,833.58
551 · Maint Wages	85,284.74	213,000.00	-147,715.26
552 · Utilities	2,937.52	8,500.00	-3,562.48
553 · Building Maint. & Supplies	6,076.22	15,000.00	-8,923.78
554 · Fuel	3,338.42	9,500.00	-6,161.58
555 · Mowing Fuel	3,046.53	7,000.00	-3,953.47
556 · Tractor repair	18,428.59	10,000.00	6,428.59
557 · Vehicle repair	1,752.52	2,500.00	-747.48
558 · Equip repair	473.12	2,000.00	-1,526.88
559 · Brush	30,782.64	20,000.00	10,782.64
560 · Clothing Allowance	1,068.18	1,500.00	-431.84
565 · Capital	0.00	0.00	0.00
567 · FICA	0.00	0.00	0.00
568 · IMRF	0.00	25,000.00	-25,000.00
569 · Insurance Benefit	17,670.00	50,000.00	-32,330.00

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

03/05/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
570 · Insurance & Bonds	477.24	48,000.00	-47,522.76
573 · Training	0.00	5,000.00	-5,000.00
576 · Safety	1,000.80		
Total 500 · Maintenance Operations	162,502.92	435,000.00	-272,497.08
600 · Administration			
601 · Salary	31,512.86	77,000.00	-45,487.34
602 · Office Utilities	3,182.18	8,500.00	-5,317.82
603 · Office Supplies	5,018.67	10,000.00	-4,983.33
604 · Building Maintenance	285.72	5,000.00	-4,714.28
606 · Travel and Meals	1,448.21	3,500.00	-2,053.79
608 · Professional Fees	48,273.10	35,000.00	11,273.10
609 · Engineering Fees	31,946.98	100,000.00	-88,053.02
610 · Misc & Petty Cash	0.00	0.00	0.00
612 · Clothing Allowance	435.57	2,500.00	-2,064.43
613 · FICA	0.00	0.00	0.00
614 · IMRF	0.00	2,500.00	-2,500.00
615 · Office Insurance Benefit	5,890.00	16,000.00	-10,110.00
616 · Employment & Other Medical	42.00	500.00	-458.00
617 · Unemployment	0.00	0.00	0.00
618 · Insurance & Bonds	1,064.95		
620 · Marketing - Publications	1,511.00	1,000.00	511.00
650 · Building	399.00		
663 · Contract Labor	1,283.25	4,000.00	-2,716.75
690 · Unauthorized Expenses	0.00	0.00	0.00
699 · Finance Charges	796.42	0.00	796.42
Total 600 · Administration	131,075.71	265,500.00	-134,424.29
700 · Capital Projects			
705 · Corp Routine Insp/Repairs	6,200.00	603,754.01	-597,554.01
715 · Flood Costs			
715.1 · Wages	6,885.19		
715.2 · Additional Expenses	82,230.76		
715.3 · Repairs	0.00	0.00	0.00
Total 715 · Flood Costs	89,115.95	0.00	89,115.95
Total 700 · Capital Projects	95,315.95	603,754.01	-508,438.06
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	2,077.77	-12,000.00	14,077.77
852 · FICA	11,134.43	33,550.00	-22,415.57
853 · IMRF	985.70	0.00	985.70
854 · INS	-271.35	0.00	-271.35
855 · Medicare	2,804.02	7,800.00	-5,195.98
856 · SUIIL	4,108.33	10,500.00	-6,393.67
800 · Payroll Expenses - Other	0.00		
Total 800 · Payroll Expenses	20,618.90	39,850.00	-19,233.10
Total Expense	553,109.03	1,722,154.01	-1,169,044.98
Net Income	-257,824.41	-291,764.01	33,929.60