

MINUTES OF MEETING OF THE COMMISSIONERS OF
THE WOOD RIVER DRAINAGE AND LEVEE DISTRICT
May 1, 2020

The Commissioners of the Wood River Drainage and Levee District held a Meeting on Friday, March 20, 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, Operations Manager; Mike Allen, Superintendent; Brianne England, Secretary/Treasurer; James Crane, Attorneys; Lucy Dehner, Luken Insurance; Ethan Thompson, Wood Environmental.

The meeting was called to order at 8:35 am by Commissioner Carnell.

Public comments: NA

**US Army Corps of Engineers Comments:
Presented by Hal Graef 5/1/20**

1. Status of Design Deficiency Corrections Remaining Features Bid Package 8 (NFS)	Summary	Notes
Pump Stations	22 RW/1 PS in Reach 5	Final design from Wood to USACE received. USACE is verifying completeness.
RW #1	3 new PSs in Reach 5	Final design received. USACE is verifying completeness.
RW #2/Ditch Work	24 RWs (base + option)	Design complete for 12; awaiting RE Acquisition. Schedule calls for sponsor Right of Way certification by 24Apr to award contract by 11Aug. Also seeking Site Access Agreement from Olin for remaining RW drilling to complete design of all RWs (24 total for RW#1).
Pump Station Modifications	56 RWs/reconnect Old WR Creek	Seek to drill pilot holes when field conditions are favorable. IDOT Traffic Control permit received, dated 25Mar. USACE will inform WR D&LD when work can begin (estimated early summer). Received Site Access Agreement from Shafer Excavating, thus allowing evaluation of Old WR Creek culverts (not yet scheduled).
	2 mods (WR and Hawthorne)	The design team is working towards the 65% design. WR will be invited to participate in 65% review and requested to confirm whether temporary construction easement is needed or not.

Checked on and pulled out beaver traps south of Wagon Wheel Road. Keller Construction will be out later in the day to open the ditch line for drainage

Mowing and weed eating all the pump stations

Continuing to mow the levee. Mowers are working towards the west side of Powder Mill Road.

Went thru the pump stations to take readings on the hour meters for the pumps. This will be done monthly and recorded on a spread sheet

Checked on Rand pump station. Looked at the forebay for any wood or debris that could possibly shut down a pump or pumps. Went inside the station to see which pump or pumps were running. #2 pump was running and keeping up with the flows from P66. Listened for any abnormal noises #2 pump may be making, checked the control panels, looked for any fault lights being on, checked the volts and amps, checked the oil reservoir for #3 pump, and checked the water level inside the station. Talked to Mike Booten on how his shift was going and if he had any issues

Lifted the pump off the trailer with the backhoe and wheeled it into the garage

Operated the TS 115 A for Dave Joyce to show how the tree lines get mowed out

Operations Manager Comments:

Presented by Kevin Williams-

- **Erosion Repair Project (2019-01)**
 - 17 JAN 2020 Contract Execution
 - 24 APR 2020 Submittals Complete
 - TBD Mobilization (Pending lower river levels)
- **Gravity Drains Inspection Project (2020-02)**
 - WRDLD will execute as soon as Wood delivers plans and specifications
 - Will require lower river levels
- **Relief Well Testing / Inspection Project (2020-03)**
 - WRDLD will execute as soon as Wood delivers plans and specifications
 - Will require lower river levels
- **System-Wide Improvement Framework (SWIF) LOI**
 - 04 OCT 2019 Submitted to the USACE. USACE responded with additional comments
 - TBD WRDLD will resubmit after FEMA certification of all three levee segments
- **WRDLD Projects**
 - East Alton FM Relocation
 - Work is not yet complete
 - Future discussions with the village will be necessary regarding agreement executed in October of 2017
 - East Alton No. 2 Sluice Gate Replacement
 - Bulkhead installed in the landside structure
 - Pricing submitted and approved by the Board
 - Shop Drawings submitted and approved
 - Materials in hand. Will require lower river levels
 - Grassy Lake Pump Station Gravity Drain Sluice Gate Rehab
 - Temporary actuator installed to raise/lower the gate
 - Pricing submitted and approved by the Board
 - Shop Drawings submitted and approved
 - Materials in hand. Will require lower river levels

- o FEMA 2019 Flood Debris Removal
 - Clean-up is 95% complete
 - Documentation in Grants Portal
 - Continuously working with FEMA
 - Additional Ameren bills required by FEMA
 - Debris chipping project on southern flank of LWR currently being advertised.
- o Hartford Drain Pipe Repair
 - Damaged during the construction of Hawthorne No. 2 Pump Station
 - Repair will be completed by WRDLD staff

01 May 2020 – Executive Director Update

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• Pump Stations

- o East Alton No. 1 Pump Station – Operating daily at levels specified by the USACE
- o Wood River Pump Station – Modified operating levels has reduced labor costs and electrical usage
- o East Alton No. 2 Pump Station – Modified operating levels has reduced labor costs and electrical usage
- o Hawthorne Pump Station – Modified operating levels has reduced labor costs and electrical usage
- o Rand Avenue Pump Station – Modified operating levels has reduced electrical usage costs. Pump No. 2 rebuild tentatively scheduled for the end of May 2020. Re-building Pump No. 1 should be considered in the near future.

o General

• Consideration should be given to replacing Rand Avenue Pump Station in the very near future. A face to face meeting with P66 officials should occur once the state is back to normal

• Operating/Monitoring stations with full time employees has drastically reduced labor costs

• U.S. Army Corps of Engineers (USACE) Coordination

- o Silver Jackets Emergency Action Plan
- o Authorized Level Projects
 - Provided electrical usage information to MEP Team
 - Coordinated with Civil/Geotech leads on pump station projects
- o P.L. 84-99
 - Working with USACE on two projects. (East Alton No. 1 Pump Station and Wood River Pump Station Gravity Drain Repairs)

• LERRDS (Land Easements Relocations Rights of Way & Disposal Sites)

- o Rights of Entry (ROE) – ongoing
- o Temporary Construction Easements – ongoing
- o Permanent Easements – ongoing
- o See update from Craney Law Group and Wood E&IS

Attorney James Craney:

ROE & Easement language all worked out with Olin & Farrell Trust. Waiting on their signatures.

Purchase of new vehicle has been signed off on by judge.

David Human is working with Engineers on assessment report. Should have report in June.

Communications:

FEMA Completeness Check and Comment for Levee Accreditation Submission

Old Business:

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

New Business:

Discussion and Potential Action on right of entry agreement for Olin property, related to Army Corps of Engineers project. A motion made by Johansen and seconded by Kincade to table. Johansen, aye; Carnell, aye.

Discussion and Potential Action on right of entry agreement for Farrell Trust property, related to Army Corps of Engineers project. A motion made by Johansen to table and seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye.

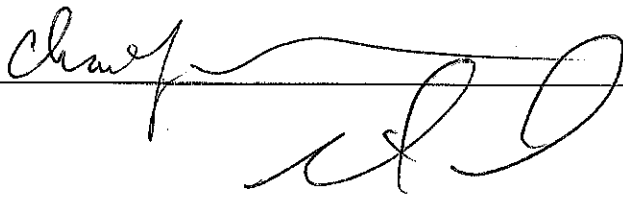
Discussion and Potential Action regarding 2019 flood debris removal contract. A motion made by Johansen and seconded by Kincade to approve Kevin authorization to award contract for FEMA grant. Kincade, aye; Johansen, aye; Carnell, aye. Motion passed

Discussion and Potential Action regarding to repair Pump #1 at Rand Ave Pump Station. A motion made by Kincade to approve and seconded by Johansen. Kincade, aye; Johansen, aye; Carnell, aye. Motion passed

Commissioners/Employees Comments:

N/A

Adjournment: Motion made by Johansen, seconded by Kincade. Kincade, aye; Johansen, aye; Carnell, aye. Adjournment at 9:04 a.m.





12:53 PM
04/30/20

Wood River Drainage & Levee District
Unpaid Bills Detail
As of April 30, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Camp Electric & Heating Co., Inc					
Bill	04/22/2020	16461	05/22/2020	8	654.50
Total Camp Electric & Heating Co., Inc					654.50
Dealers Electrical Supply					
Bill	04/22/2020	41115...	05/06/2020	8	105.30
Total Dealers Electrical Supply					105.30
Fire-Safety					
Bill	04/30/2020	279339	05/14/2020		168.00
Total Fire-Safety					168.00
M & M Service Company					
Bill	04/17/2020	18004...	05/01/2020	13	200.60
Total M & M Service Company					200.60
Part Stop, Inc.					
Bill	04/23/2020	419678	05/23/2020	7	111.67
Total Part Stop, Inc.					111.67
Republic Services					
Bill	04/20/2020	0350-...	05/04/2020	10	61.80
Total Republic Services					61.80
Royal Office Products					
Credit	02/20/2020	C 509...			-242.83
Total Royal Office Products					-242.83
Telle Tire & Auto Centers					
Bill	04/22/2020	022818	05/06/2020	8	32.90
Total Telle Tire & Auto Centers					32.90
TOTAL					<u>1,091.94</u>

12:59 PM
04/30/20
Cash Basis

Wood River Drainage & Levee District
Balance Sheet
As of April 30, 2020

	<u>Apr 30, 20</u>
Long Term Liabilities	
243 · Unreserved	2,814,582.94
244 · EA #1 Pump - Reserved	208,626.00
Total Long Term Liabilities	<u>3,023,108.94</u>
Total Liabilities	3,025,258.33
Equity	
290 · Open Bal Equity	2,046,454.37
299 · Fund Balance	-70,060.02
Net Income	-505,779.85
Total Equity	<u>1,470,614.50</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,495,872.83</u></u>

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

04/30/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
Income			
300 - Assessment	24,095.64	940,000.00	-915,904.36
301 - Interest Earned			
301.2 - Maint Interest Earned	12,144.55	16,500.00	-4,355.45
301.3 - Pump Interest Earned	102.30	300.00	-197.70
301.4 - Rand Interest Earned	3,498.60	4,000.00	-501.20
301 - Interest Earned - Other	0.00	0.00	0.00
Total 301 - Interest Earned	15,745.65	20,800.00	-5,054.35
305 - Miscellaneous	72.16	75,000.00	-74,927.85
310 - ConocoPhillips	162,891.18	235,000.00	-72,408.82
313 - Sale of Fixed Assets	8,903.10		
314 - Refunds	166,750.28	159,000.00	7,750.28
315 - Lease	800.00	800.00	0.00
Total Income	378,458.00	1,430,400.00	-1,051,942.00
Gross Profit	378,458.00	1,430,400.00	-1,051,942.00
Expense			
400 - Pump Operations			
401 - EA#1 Wages	580.00	8,000.00	-5,420.00
402 - EA#1 Pump Utilities	28,666.99	16,000.00	12,666.99
403 - EA#1 Building Maint.	0.00	0.00	0.00
404 - EA#1 Repairs	3,432.45	1,000.00	2,432.45
405 - EA#1 Payroll Liabilities	0.00	0.00	0.00
411 - WR Wages	19,977.92	12,000.00	7,977.92
412 - WR Pump Utilities	7,787.67	8,500.00	-732.33
413 - WR Building Maint.	0.00	0.00	0.00
414 - WR Repairs	15,833.47	20,000.00	-4,666.53
416 - WR Payroll Liabilities	0.00	0.00	0.00
421 - Rand Avonue Wages	55,301.88	109,000.00	-53,698.12
422 - Rand Utilities	25,782.96	60,000.00	-34,237.04
423 - Rand Building Maint.	6,614.19	5,000.00	1,614.19
424 - Rand Pump Repair	840.67	15,000.00	-14,159.33
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	1,866.50	24,000.00	-22,033.50
432 - Hawthorne #1 Utilities	1,689.79	4,000.00	-2,130.21
434 - Hawthorne #1 Repairs	2,725.51	1,000.00	1,725.51
435 - Hawthorne #1 Payroll Liabilities	0.00	0.00	0.00
441 - EA #2 Wages	7,914.00	7,000.00	914.00
442 - EA#2 Utilities	3,148.55	4,000.00	-851.45
444 - EA#2 Repairs	12,998.82	1,000.00	11,998.82
445 - EA #2 Payroll Liabilities	0.00	0.00	0.00
Total 400 - Pump Operations	194,801.27	368,600.00	-163,698.73
490 - Lift Stations			
492 - Grassy Lake Utilities	1,502.26	15,000.00	-13,497.74
493 - Grassy Lake Repairs	732.32	1,000.00	-267.68
494 - Hawthorne #2 Utilities	352.27	1,000.00	-647.73
495 - Hawthorne #2 Repairs	188.08	250.00	-63.92
496 - Home Garden Utilities	414.34	800.00	-385.66
497 - Home Garden Repairs	186.07	250.00	-63.93
498 - Lake Side Utilities	594.91	1,000.00	-405.09
499 - Lake Side Repairs	166.07	250.00	-63.93
Total 490 - Lift Stations	4,094.32	19,550.00	-15,455.68

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

04/30/20

Accrual Basis

	Oct '19 - Sep 20	Budget	\$ Over Budget
800 - Maintenance Operations			
850 - Summer Wages	14,212.80	20,000.00	-5,787.20
851 - Maint Wages	91,096.88	213,000.00	-121,903.62
852 - Utilities	4,488.77	8,500.00	-2,011.23
853 - Building Maint. & Supplies	10,193.03	15,000.00	-4,806.97
854 - Fuel	4,745.06	9,500.00	-4,754.94
855 - Mowing Fuel	4,571.88	7,000.00	-2,428.12
856 - Tractor repair	16,579.41	10,000.00	6,579.41
857 - Vehicle repair	2,684.69	2,500.00	184.69
858 - Equip repair	1,073.66	2,000.00	-926.44
859 - Brush	30,782.84	20,000.00	10,782.84
860 - Clothing Allowance	1,122.61	1,500.00	-377.39
865 - Capital	0.00	0.00	0.00
867 - FICA	0.00	0.00	0.00
888 - IMRF	-0.02	25,000.00	-25,000.02
889 - Insurance Benefit	23,466.00	50,000.00	-26,534.00
870 - Insurance & Bonds	584.82	48,000.00	-47,415.08
873 - Training	0.00	5,000.00	-5,000.00
876 - Safety	1,265.50		
Total 800 - Maintenance Operations	206,866.43	436,000.00	-228,133.57
800 - Administration			
801 - Salary	40,737.29	77,000.00	-36,262.71
802 - Office Utilities	4,964.09	8,500.00	-3,535.91
803 - Office Supplies	15,719.98	10,000.00	5,719.98
804 - Building Maintenance	2,672.41	5,000.00	-2,327.59
806 - Travel and Meals	2,099.39	3,500.00	-1,400.61
808 - Professional Fees	61,863.64	35,000.00	26,863.64
809 - Engineering Fees	35,936.70	100,000.00	-64,063.30
810 - Misc & Petty Cash	0.00	0.00	0.00
812 - Clothing Allowance	435.57	2,500.00	-2,064.43
813 - FICA	0.00	0.00	0.00
814 - IMRF	0.00	2,500.00	-2,500.00
815 - Office Insurance Benefit	7,088.00	16,000.00	-8,912.00
816 - Employment & Other Medical	42.00	500.00	-458.00
817 - Unemployment	1.82	0.00	1.82
818 - Insurance & Bonds	1,024.95		
820 - Marketing - Publications	2,353.23	1,000.00	1,353.23
860 - Building	389.00		
883 - Contract Labor	1,283.25	4,000.00	-2,716.75
890 - Unauthorized Expenses	0.00	0.00	0.00
899 - Finance Charges	801.97	0.00	801.97
Total 800 - Administration	177,422.29	285,500.00	-88,077.71
700 - Capital Projects			
701 - Additional Expense	73,885.81		
705 - Corp Routine Insp/Repairs	6,200.00	603,754.01	-597,554.01
715 - Flood Costs			
715.1 - Wages	6,886.19		
715.2 - Additional Expenses	82,686.42		
715.3 - Repairs	0.00	0.00	0.00
Total 715 - Flood Costs	89,573.61	0.00	89,573.61
Total 700 - Capital Projects	169,669.42	603,754.01	-434,084.59
800 - Payroll Expenses			
851 - Payroll Tax Adjustments	2,088.64	-12,000.00	14,088.64
852 - FICA	16,544.50	33,550.00	-18,005.50
853 - IMRF	1,435.12	0.00	1,435.12
854 - INS	28.99	0.00	28.99
855 - Medicare	3,635.39	7,800.00	-4,164.61
856 - SUIII	5,766.87	10,500.00	-4,733.03
800 - Payroll Expenses - Other	12,692.31		
Total 800 - Payroll Expenses	41,191.92	38,850.00	1,341.92
Total Expense	794,035.65	1,722,154.01	-928,118.36
Net Income	-415,577.65	-291,754.01	-123,823.64