

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



1. Meeting Information

Date: Friday January 22, 2021
Time: 8:30 AM
Location: 543 W. Madison Avenue, Wood River, IL 62095
Teams Meeting Call in Number: +1 708-329-8926; Passcode: 167 252 923#
Minutes
Written By: Brianne England

2. Attendees

Name	Title	Organization
Charles Johansen	President – Board of Commissioners	Wood River Drainage & Levee District
Ronald Carnell	V.P. – Board of Commissioners	Wood River Drainage & Levee District
Nathan Kincade	Board of Commissions	Wood River Drainage & Levee District
Kevin Williams	Executive Director	Wood River Drainage & Levee District
Mike Allen	Superintendent	Wood River Drainage & Levee District
Brianne England	Secretary/Treasurer	Wood River Drainage & Levee District
Lucy Dehner	Agent	The Luken Agency
James Craney	Partner	Craney Law Firm

3. Call to Order

The meeting was called to order at 8:30 am by Commissioner Johansen. Johansen then turned moderation of the meeting to Kevin Williams.

4. Public Comments

N/A

5. U.S. Army Corps of Engineers Comments

5.1. Harold Graef was unable to attend the meeting. Kevin Williams provided update on Harold Graef’s behalf. He supplied his project update to the Secretary/Treasurer prior to the meeting. See attachment.

6. Superintendent/Maintenance Report

- 6.1. Mike Allen provided his project update.
- 6.2. Pump Stations – all pump stations are shut down except for Rand. Camera added at Rand east side of building looking down into the forebay.
- 6.3. Levee Maintenance – continuing unwanted vegetation removal.

7. Executive Director Report

- 7.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
- 7.2. Stream Bank Erosion Repair Project (2019-01) and Gravity Drains Inspection Project (2020-02) are still delayed due to Olin access permit.

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7.3. Due to Olin's delay we are looking at moving forward with 3 gravity drains in upper Wood River. This would remove 3 unacceptable times from our inspection list.

8. Luken Insurance Agency Comments

8.1. Added bush hog equipment to insurance policy with Auto-Owners; effective 1/5/21. Will send over declaration as soon as it is available.

9. Attorney James Craney Comments

9.1. Continuing to work on the two current issues; demo of the power plant and memorandum of understanding for the Village of Roxana.

10. Approval of Minutes of the previous meeting:

A motion was made by Carnell to approve the minutes for 1/8/21 and seconded by Johansen.

Johansen: aye; Carnell: aye; Kincade: aye. Motion carried.

11. Approval of the Bills

A motion was made by Carnell to approve the list of bills presented in the amount of \$39,294.18; second by Kincade. See attachments.

Johansen: aye; Carnell: aye; Kincade: aye. Motion carried.

12. 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 Carnell to approve the Treasurer/Financial Report; second by Johansen.

Johansen: aye; Carnell: aye; Kincade: aye. Motion carried.

13. Communications

13.1. Illinois American Water – Statement of No Objection

13.2. FEMA Cat-Z Documentation Completed on Friday 1/15/21

14. Old Business

14.1. Discussion and potential action regarding executing a services agreement with P66 to operate and maintain the Rand Avenue Pump Station from 01/01/2021 – 12/31/2023. This agreement will replace the one that expired on 12/31/2020.

A motion made by Carnell; seconded by Kincade to table.

Johansen: aye, Carnell: aye, Kincade: aye. Motion tabled.

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14.2. Discussion and potential action regarding passing resolution 2021-01 for Commissioner Pay Procedure effective January 1, 2021.

A motion made by Carnell to table, trial period of 2 months ending on 2/28/21 to determine if new pay procedure is effective for all commissioner's needs; seconded by Kincade.

Johansen: aye, Carnell: aye, Kincade: aye. Motion tabled.

15. New Business

15.1. Discussion and potential action regarding Certificate of Maturity Notice for Maint. CD 5318 and EA #1 CD 5319 for February 11, 3021

A motion made by Johansen to renew both CDs for 1 year at 1st Mid America Credit Union; seconded by Carnell to pass.

Johansen: aye, Carnell: aye, Kincade: aye. Motion carried.

15.2. Discussion and potential action regarding passing Ordinance 2021-02, an Ordinance Regulating Applications to Alter U.S. Army Corps of Engineers Civil Works Projects Pursuant to 33 USC 408.

A motion made by Johansen; seconded by Carnell to table.

Johansen: aye, Carnell: aye, Kincade: aye. Motion tabled.

15.3. Discussion and potential action regarding the acceptance of the low-bid for Project 2021-02 all bids are noted below:

ARDL, Inc = \$27,619.00
Keller Construction, Inc. = \$36,600.00
TREKK Design Group, LLC = No Bid
Engineer's Estimate = \$26,910.00

A motion made by Kincade; seconded by Carnell to pass.

Johansen: aye, Carnell: aye, Kincade: aye. Motion carried.

16. Executive Session

Motion made by Johansen; seconded by Carnell to enter executive session at 8:47 a.m.

Johansen: aye, Carnell: aye, Kincade: aye. Motion carried.

17. Return to open session/roll call:

N/A

18. Commissioners/Employee Comments:

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19. Adjournment

Motion made by Johansen, seconded by Carnell to adjourn.

Johansen: aye; Carnell: aye; Kincade: aye. Motion carried.

Adjournment at 9:50 a.m.



22 January 2021 – Executive Director Update

- **Stream Bank Erosion Repair Project (2019-01)**
 - Areas 1-3 – Complete
 - Area 4 – Modification to agreement has been executed.
 - **Project delayed due to Olin access permit**
 - WRDLD began discussing this project with Olin over 4-months ago
- **Gravity Drains Inspection Project (2020-02)**
 - EWF – Design Complete. Execution scheduled for FY2021
 - Apparent low bidder is ARDL, Inc. Approximately \$7k under budget
 - **Project delayed due to Olin access permit**
 - UWR – Design Complete. **Execution may be moved to FY2021 due to Olin delays.**
 - LWR – Design will be completed in FY2021. Execution scheduled for FY2023
- **Hawthorne Penstock Sluice Gate Replacement Project (2021-04)**
 - The gate has been ordered from Hydro-Kinetics
 - Gate installation is 10-12 weeks out, pending river elevations
- **Relief Well Testing / Inspection Project (Project Number TBD)**
 - Design will be completed in FY2022. Execution in FY2023 and beyond
 - SOP received from the USACE on November 5, 2020. USACE to address follow-up questions
- **System-Wide Improvement Framework (SWIF) LOI**
 - Submitted to the USACE 04 OCT 2019. USACE responded with additional comments. WRDLD will resubmit after FEMA certification of all three levee segments
- **WRDLD Projects**
 - East Alton No. 1 “Stop Log Wier”
 - Design/Fabrication complete. Installation in January 2021
 - FEMA 2019 Flood Debris Removal
 - CAT-A project (\$125,754.81) funds have been paid in full
 - CAT-B project (\$153,126.53) funds have been paid in full
 - CAT-Z project (\$18,592.09) funds have been “Obligated”. Backup submitted to IEMA last week
 - Total potential reimbursement from FEMA = **\$297,473.43**
 - Hartford Interceptor Sewer
 - Originally installed in February of 2017 by the SIFPDC at no cost to the Village
 - Pavement settlement repaired by the SIFPDC in October of 2017 at no cost to the Village
 - Pavement will be repaired one last time this fall/winter at no cost to the Village
 - Unwanted Vegetation Removal
 - Full time maintenance staff are removing unwanted vegetation from reaches of levee where “minimally acceptable” and “unacceptable” ratings have been received during USACE routine/periodic inspections for the better part of a decade



22 January 2021 – Executive Director Update

- **Pump Stations**
 - East Alton No. 1 Pump Station – Station is closed
 - Wood River Pump Station – Station is closed
 - East Alton No. 2 Pump Station – Station is closed
 - Hawthorne Pump Station – Station is closed
 - Rand Avenue Pump Station – 24/7 operation.

- **U.S. Army Corps of Engineers (USACE) Coordination**
 - Authorized Level Projects
 - Pump Station Modifications – Design complete
 - Bid Package 8 – Pending land acquisition
 - Canal Road Pump Stations – Pending land acquisition
 - Discussion on Canal Road PS#4 Generator ongoing
 - RW Package 1 – Pending land acquisition. Pilot hole drilling in progress
 - RW Package 2 – 35% Design ongoing
 - RW Package 3 – Received NTP for land acquisition. 95% design has begun
 - Mel Price Deficiency Projects
 - Mel Price RW Package 1 – Project bids February 5, 2021
 - Mel Price RW Package 2 – 95% design ongoing
 - P.L. 84-99
 - LERRDS complete
 - Award to contractor pending
 - USACE to answer questions regarding project funding for dewatering operations
 - Silver Jackets EAP
 - KW reviewed/commented on EAP and Evacuation Plan
 - Section 408 Alterations
 - **Wood River Power Station Demolition (UNAUTHORIZED) – USACE working with contractor on retroactive permit**
 - **5 Diamond Camp Grounds (UNAUTHORIZED) – USACE working with contractor on retroactive permit. Comments sent to consultant on 13 November 20. WRDL/USACE expecting a response mid-January 2021**
 - Alton WWTP (Illinois American) – Effluent line repair/modification. Consultant responding to comments
 - Alton WWTP (Illinois American) – Electrical Upgrades. Pending USACE review/approval
 - P66 – WR16/17 Pipeline. Pending USACE review/approval
 - P66 – Pipe Bridge. Permitted. Work in progress
 - P66 – Geotechnical Exploration and Well Installation. Permitted. Work in progress
 - Ameren – Gateway-Roxford 345kV Rebuild. Permitted. Work in progress
 - Ameren – Kline Substation. DPP submitted. Permitted. Work in progress
 - Enbridge – Platte Pipeline. Permitted. Work in progress
 - IDOT – IL-111 Bridge and closure structure rehabilitation. IDOT will submit for an alteration permit. Construction in 2023

Wood River Drainage & Levee District
Unpaid Bills Detail
As of January 14, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
Ace Tech Computer Services, Inc.					
	Bill	01/01/2021	8972	01/14/2021	358.00
Total Ace Tech Computer Services, Inc.					358.00
Ameren-Grassy					
	Bill	01/08/2021	Dec 2020	01/14/2021	58.74 EFT
Total Ameren-Grassy					58.74
Ameren Illinois - EA #2					
	Bill	10/07/2019	7026 OCT 2019	01/14/2021	342.08 EFT
Total Ameren Illinois - EA#2					342.08
AT&T - Business Phone					
	Bill	10/02/2019	3024 OCT 2019	01/14/2021	201.23 EFT
Total Ameren Illinois - Business Phone					201.23
Illinois American					
	Bill	10/03/2019	3111 OCT 2019	01/14/2021	21.03 EA #1
Total Ameren Illinois American					21.03
R. E. Pedrotti					
	Bill	10/03/2019	124196508 Sept 2019	01/14/2021	800.00 Rand
Total R. E. Prodrotti					800.00
Shiloh Valley Equipment					
	Bill	10/01/2019	933426	01/14/2021	26,100.00
Total Shiloh Valley Equipment					26,100.00
Tsheets					
	Bill	09/26/2019	OCT 2019	01/14/2021	131.20
Total Tsheets					131.20
Wood E&IS					
	Bill	10/09/2019	5014941652	01/14/2021	595.00
Total Wood E&IS					595.00
City of Wood River					
	Bill	10/09/2019	6500 Oct 2019	10/23/2019	8.14
	Bill	10/09/2019	9400 Oct 2019	10/23/2019	8.14
Total City of Wood River					16.28
TOTAL					28,607.28

Wood River Drainage & Levee District
Unpaid Bills Detail
As of January 20, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Ameren Illinois - EA#1						
	Bill	01/19/2021	2116 Jan 2021	02/02/2021	1	271.29
Total Ameren Illinois - EA#1						271.29
AT&T Mobility						
	Bill	12/08/2020	287296848628X1208202	12/22/2020	43	350.45
	Bill	01/08/2021	287296848628X0108212	01/22/2021	12	350.45
Total AT&T Mobility						700.90
BCBS Heath Insurance						
	Bill	01/15/2021	260217 FEB 2020	01/29/2021	5	5,643.02
Total BCBS Heath Insurance						5,643.02
Casey's General Stores, Inc.						
	Bill	01/18/2021	PF624 JAN 2021	01/30/2021	2	653.78
Total Casey's General Stores, Inc.						653.78
Delta Dental						
	Credit	12/31/2020	1402858 DUPLICATE			-288.04
	Bill	02/01/2021	1420791			288.04
Total Delta Dental						0.00
Keller Construction, Inc						
	Bill	01/13/2021	20210106	01/27/2021	7	641.02
Total Keller Construction, Inc						641.02
R. E. Pedrotti						
	Bill	01/15/2021	10788	01/29/2021	5	2,760.00
Total R. E. Pedrotti						2,760.00
St. Peters Hardware & Rental						
	Bill	01/15/2021	289917	01/30/2021	5	13.99
Total St. Peters Hardware & Rental						13.99
Waltco Tool's & Equipment						
	Bill	01/13/2021	509654	02/12/2021	7	2.90
Total Waltco Tool's & Equipment						2.90
TOTAL						10,686.90

Wood River Drainage & Levee District
Balance Sheet
 As of January 21, 2021

	Jan 21, 21
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	38.71
101.2 · EA #1 Utilities-1st Mid Bank	105,405.92
102.1 · Maint. Main - 1st Mid Bank	14,052.88
102.2 · Maint. MMDA - 1st Mid Bank	1,330,515.52
102.5 · Rand MMDA-1st Mid Credit Union	530,872.11
102.6 · Rand Pump St Fund-1st Mid Bank	27,856.55
102.7 · Business Share-1st Mid Credit U	10.31
Total Checking/Savings	2,008,752.00
Other Current Assets	
110 · Accrued Interest	-16.96
112 · Investments CD	
112.26 · Maint CD 5318	195,828.77
112.27 · EA #1 CD 5319	245,243.52
112.28 · Maint CD 5320	234,580.68
Total 112 · Investments CD	675,652.97
Total Other Current Assets	675,636.01
Total Current Assets	2,684,388.01
Fixed Assets	
120 · Property & Equipment	1,830,323.37
126 · Land	216,131.00
Total Fixed Assets	2,046,454.37
TOTAL ASSETS	4,730,842.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
230 · Payroll Liabilities	
230.08 · IMRF	
230.081 · Company	1,833.77
230.082 · Employee	1,621.80
Total 230.08 · IMRF	3,455.57
230.09 · Insurance Withholding	
230.091 · Health Insurance	78.12
230.092 · Life Insurance	16.00
Total 230.09 · Insurance Withholding	94.12
230.10 · State Unemployment IL	1,533.07
230.12 · Union Dues	254.50
Total 230 · Payroll Liabilities	5,337.26
Total Other Current Liabilities	5,337.26
Total Current Liabilities	5,337.26
Long Term Liabilities	
243 · Unreserved	2,814,582.94
244 · EA #1 Pump - Reserved	208,526.00
Total Long Term Liabilities	3,023,108.94
Total Liabilities	3,028,446.20
Equity	

8:50 AM

Wood River Drainage & Levee District

01/21/21

Balance Sheet

Cash Basis

As of January 21, 2021

	<u>Jan 21, 21</u>
290 · Open Bal Equity	2,046,454.37
299 · Fund Balance	-603,164.81
Net Income	<u>259,106.62</u>
Total Equity	<u>1,702,396.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,730,842.38</u></u>

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
 October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget
Income			
300 · Assessment	63,045.05	919,000.00	-855,954.95
301 · Interest Earned			
301.2 · Maint Interest Earned	1,414.00	3,000.00	-1,586.00
301.3 · Pump Interest Earned	964.03	2,000.00	-1,035.97
301.4 · Rand Interest Earned	391.69	1,500.00	-1,108.31
Total 301 · Interest Earned	2,769.72	6,500.00	-3,730.28
309 · Easement & Inspection Fee	116,400.00	114,600.00	1,800.00
310 · Phillips 66	55,076.18	211,800.00	-156,723.82
312 · F.E.M.A.	278,881.33	297,473.43	-18,592.10
313 · Sale of Fixed Assets	10,000.00		
315 · Lease	600.00	600.00	0.00
Total Income	526,772.28	1,549,973.43	-1,023,201.15
Gross Profit	526,772.28	1,549,973.43	-1,023,201.15
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	3,000.00	-3,000.00
402 · East Alton No. 1 Utilities	2,193.68	45,000.00	-42,806.32
403 · East Alton No. 1 Maintenance	0.00	2,500.00	-2,500.00
404 · East Alton No. 1 Repairs	0.00	5,000.00	-5,000.00
411 · Wood River Labor	0.00	12,000.00	-12,000.00
412 · Wood River Utilities	1,383.82	13,000.00	-11,616.18
413 · Wood River Maintenance	0.00	2,500.00	-2,500.00
414 · Wood River Repairs	0.00	2,500.00	-2,500.00
421 · Rand Ave Labor	27,614.75	84,000.00	-56,385.25
422 · Rand Ave Utilities	12,518.60	51,000.00	-38,481.40
423 · Rand Ave Maintenance	3,468.33	10,000.00	-6,531.67
424 · Rand Ave Repair	939.65	2,500.00	-1,560.35
425 · Rand Payroll Liabilities	0.00	0.00	0.00
426 · Rand Contingency	0.00	0.00	0.00
431 · Hawthorne No. 1 Labor	0.00	3,000.00	-3,000.00
432 · Hawthorne No. 1 Utilities	516.54	2,500.00	-1,983.46
433 · Hawthorne No. 1 Maintenance	0.00	2,500.00	-2,500.00
434 · Hawthorne No. 1 Repairs	0.00	2,500.00	-2,500.00
441 · East Alton No. 2 Labor	0.00	3,000.00	-3,000.00
442 · East Alton No. 2 Utilities	1,092.58	5,000.00	-3,907.42
443 · East Alton No. 2 Maintenance	0.00	2,500.00	-2,500.00
444 · East Alton No. 2 Repairs	0.00	2,500.00	-2,500.00
Total 400 · Pump Operations	49,727.95	256,500.00	-206,772.05
490 · Lift Stations			
492 · Grassy Lake Utilities	218.30	5,000.00	-4,781.70
493 · Grassy Lake Repairs/Maintenance	70.08	2,500.00	-2,429.92
494 · Hawthorne No. 2 Utilities	150.58	1,000.00	-849.42
495 · Hawthorne No. 2 Repairs/Maint	86.45	1,000.00	-913.55
496 · Home Garden Utilities	201.77	1,000.00	-798.23
497 · Home Garden Repairs/Maintenance	0.00	2,500.00	-2,500.00
498 · Lake Side Utilities	215.85	1,000.00	-784.15
499 · Lake Side Repairs/Maintenance	0.00	1,000.00	-1,000.00
Total 490 · Lift Stations	943.03	15,000.00	-14,056.97
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	7,409.24	27,000.00	-19,590.76
551 · Maintenance Labor	51,937.54	174,000.00	-122,062.46
552 · Utilities	1,931.25	7,500.00	-5,568.75
553 · Building Maint & Supplies	3,123.40	15,000.00	-11,876.60
554 · Fuel (Gasoline)	2,690.98	9,000.00	-6,309.02
555 · Fuel (Diesel)	584.60	10,000.00	-9,415.40
556 · Tractor Maint. / Repair	5,401.21	30,000.00	-24,598.79
557 · Vehicle Maint. / Repair	145.49	5,000.00	-4,854.51

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2020 through September 2021

	Oct '20 - Sep 21	Budget	\$ Over Budget
558 · Equipment Maint. / Repair	113.72	10,000.00	-9,886.28
559 · Vegetation Removal	0.00	10,000.00	-10,000.00
560 · Clothing Allowance	1,647.02	1,500.00	147.02
569 · Employee Insurance Benefit	11,321.94	32,500.00	-21,178.06
570 · Insurance	2,847.00	52,000.00	-49,153.00
573 · Training	45.00	1,000.00	-955.00
576 · Safety	17.69	1,000.00	-982.31
Total 500 · Maintenance Operations	89,216.08	385,500.00	-296,283.92
600 · Administration			
601 · Administration Labor	56,936.39	190,000.00	-133,063.61
602 · Utilities	1,811.70	8,500.00	-6,688.30
603 · Office Supplies	3,487.91	12,000.00	-8,512.09
604 · Building Maintenance	1,120.00	9,000.00	-7,880.00
606 · Travel and Meals	616.74	4,000.00	-3,383.26
607 · Consultant - Accounting	1,775.00	5,000.00	-3,225.00
608 · Consultant - Attorney	1,995.00	40,000.00	-38,005.00
609 · Consultant - Engineering	1,900.00	38,000.00	-36,100.00
612 · Clothing Allowance	483.22	2,500.00	-2,016.78
615 · Employee Insurance Benefit	7,515.70	15,000.00	-7,484.30
616 · Employmnt & Other Medical	45.00	1,000.00	-955.00
617 · Unemployment	-0.02		
618 · Bonds	0.00	2,300.00	-2,300.00
620 · Marketing - Publications	462.25	1,500.00	-1,037.75
630 · Re-Assessment Costs	0.00	5,000.00	-5,000.00
663 · Contract Labor	0.00	0.00	0.00
699 · Finance Charges	34.61	120.00	-85.39
Total 600 · Administration	78,183.50	333,920.00	-255,736.50
700 · Capital Projects			
701 · Addiional Expense	26,100.00	102,400.00	-76,300.00
705 · Corp Routine Insp/Repairs	2,000.00	107,000.00	-105,000.00
710 · Reconstructions	0.00	175,000.00	-175,000.00
Total 700 · Capital Projects	28,100.00	384,400.00	-356,300.00
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	61.65	0.00	61.65
852 · Social Security	8,916.93	30,752.00	-21,835.07
853 · IMRF	2,506.74	24,970.40	-22,463.66
854 · Insurance Benefit	5,309.75	12,500.00	-7,190.25
855 · Medicare	2,075.02	7,192.00	-5,116.98
856 · SUIIL	2,579.37	10,732.95	-8,153.58
857 · Covid-19	45.64		
Total 800 · Payroll Expenses	21,495.10	86,147.35	-64,652.25
Total Expense	267,665.66	1,461,467.35	-1,193,801.69
Net Income	259,106.62	88,506.08	170,600.54