



WOOD RIVER DRAINAGE AND LEVEE DISTRICT
OF
MADISON COUNTY, ILLINOIS
543 W. MADISON AVENUE
WOOD RIVER, ILLINOIS 62095

MINUTES OF MEETING – BOARD OF COMMISSIONERS

1. Meeting Information

Date: Friday February 03, 2023
Time: 8:30 AM
Location: 543 W. Madison Avenue, Wood River, IL 62095
Teams Meeting Call in Number: +1 708-329-8926; Passcode: 165 212 591#
Written By: Brianne England

2. Attendees

Name	Title	Organization
Charles Johansen	President – Board of Commissioners	Wood River Drainage & Levee District
Nathan Kincade	V.P. - Board of Commissioners	Wood River Drainage & Levee District
Anthony Roberts	Board of Commissioners	Wood River Drainage & Levee District
Kevin Williams	Executive Director	Wood River Drainage & Levee District
Brianne England	Secretary/Treasurer	Wood River Drainage & Levee District
Ethan Thompson	Civil Engineer	WSP E&IS
Lucy Dehner	Agent	The Luken Agency

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. WSP E&IS Report

- 5.1. Ethan Thompson provided his project update based on notes provided prior to the meeting. See attachment.
- 5.2. Relief Well Package #3, easements expected early 2023. Draft ROW certification documents have been provided to the District for review.

6. Superintendent Report

- 6.1. Mike Allen was unable to attend the meeting.

7. Executive Director Report

- 7.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
- 7.2. All trees have been removed for Project 2022-20 per USACE’s instruction. WRDLD obtained IEPA and IDNR approval for removal of trees. The District has agreed to plant trees at an



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IDOT mitigation site due to overlapping of rights-of-way between the District and IDOT at the removal site.

8. Luken Insurance Agency Comments

8.1. Lucy Dehner was present for the meeting and available to answer any questions.

9. Attorney James Craney Comments

9.1. James Craney was not present for the meeting.

10. Commissioners Report:

10.1. Nothing new to report currently.

11. Approval of Minutes of the previous meeting:

A motion was made by Kincade to approve the minutes for 01/20/23; seconded by Roberts.

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed

12. Approval of the Bills

A motion was made by Johansen to approve the list of bills presented in the amount of \$13,792.41; second by Roberts. See attachments.

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed

13. Treasurer/Financial Report

The prepared financial/balance sheet and Revenue & Expense has been presented to be read and will answer any questions. Brienne England updated the Board on the 2022 Audit. Mark Vaughn will be in next week to start his review of bills and reports. Also QuickBooks was updated from the 2020 Premier to 2023 Enterprise. Motion made by Kincade to approve the Treasurer/Financial Report; second by Roberts.

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed

14. Communications

N/A

15. Old Business

15.1. Discussion and potential action regarding bids received for Project 2022-09 – EA 1 Pump Station Pump #2 Rehabilitation

Kincade made a motion to accept the Pump Shop Bid for \$16,700.00; seconded by Roberts

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed



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16. New Business

- 16.1. Discussion and potential action regarding executing Work Order #20 with Keller Construction, Inc. for mitigating trees removed as part of Project 2022-20

Motion was made by Roberts to pass; seconded by Johansen

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed

- 16.2. Discussion and potential action regarding amending the FY 2023 Operations Budget

Motion made by Kincade to pass; seconded by Johansen

Johansen: aye; Kincade: aye; Roberts: aye. Motion passed

17. Executive Session

N/A

18. Return to open session/roll call:

N/A

19. Commissioners/Employee Comments:

20. Adjournment

Motion made by Johansen; seconded by Kincade to adjourn.

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

Adjournment at 8:53 a.m.

Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



Date/Time: February 03, 2023

File No.: 325118061

Project Title: Wood River D&LD Engineering Services

Written By: Ethan Thompson

Subject: WSP Update to the Wood River Drainage & Levee District Board

Real Estate Acquisition (FPD Council)

- **Previously Right-of-Way Certifications Completed:**
 - Relief Well Package #1 (07/16/2021)
 - Canal Road Pump Stations (07/16/2021)
 - Does not include area of Canal Road PS No. 4 (Village of Roxana)
 - Bid Package 08 (07/09/2021)
- **Easement Acquisitions Underway/Upcoming:**
 - **Relief Well Package #3**
 - Revised NTP 08/04/2021, Requested by 02/05/2022
 - Revised NTP 12/13/2021, Requested by 02/05/2022
 - **Easements expected to be available for ROW Certification Early 2023.**
 - **Draft certification documents have been provided to the Board for review.**
 - **Relief Well Package #2**
 - NTP 12/13/2021, Requested by 12/13/2022
 - USACE in discussion with the City of Wood River regarding project impacts to Old Wood River Channel and City-owned property.
 - FPD Council is awaiting USACE/City discussions and possible USACE design alternatives.
 - WSP has received updated easement areas in select areas.
 - **No additional survey/title expected, subject to change with Old WR Channel Alternatives.**
 - **USACE request on 10/21/2022 of utility potholing under LERRDs will be carried forward. WSP coordinating with USACE.**
- **Design Reach East of IL-111 (Village of Roxana)**
 - RW Pkg 3 and Canal Road PS easements on hold pending possible berm pivot.
 - WRDL has coordinated a Memorandum of Understanding with the Village of Roxana for the Village to provide lands for berm alternative to a pump station and relief well solution.
 - WIK Request sent by the FPD Council on 11/17/2021.
 - **FPD Council/WSP provided revised draft design schedule. Awaiting WIK approval and EDR.**
- **LERRDS Crediting**
 - Revised WR LERRDS Claim submitted 08/03/2022.

Construction

- Bid Package 08: Contract Award 11/4. Notice to Proceed 12/15/2021.
- WSP to provide limited Engineering During Construction (EDC) services, on behalf of the Southwestern Illinois Flood Prevention District Council.
- **Village of Roxana force main relocation: an opinion of compensability has been completed, bids have been received. USACE is backchecking responses to levee safety review comments. The FPD Council's attorney is coordinating a relocation agreement with the Village.**



03 February 2023 – Executive Director Report

- **Gravity Drains Inspections (Project 2021-06)**
(ARDL, Inc.)
 - GW-23B & GW-23C – Gravity Drains at RAPS
 - Will be rescheduled in FY'23 at a time convenient for P66, when temps are >50 °F
 - FY'23 Scope (GWs: 21, 22, 23A, 23D, 24, 25, and 26)
 - GWs: 21 and 22 remain.

- **Relief Well Testing / Inspection (Project 2022-07)**
(ARDL, Inc.)
 - FY'23 Scope (19 Relief Wells in UWR) will be completed Q2/Q3.

- **EA1 Pump Station Pump No. 2 Rebuild (Project 2022-09)**
(TBD)
 - Received 2 bids – **For consideration today.**
 - The Pump Shop at Missouri Machinery & Engineering, Co.
 - Korte & Luitjohan and Vandevanter Engineering, A cogent Company.
 - Project delayed until Q4 FY'23 to make it through "flood season".

- **Abandon Culvert Drains at GW-15, GW-16, and GW-17 (Project 2022-12)**
(Olin – Winchester)
 - WRDL has requested input on mix design from the USACE.
 - Project is still slated for completion Q2/Q3 FY'23.

- **Lakeside Pump Station Impoundment (Project 2022-19)**
(ARDL, Inc.)
 - Project slated for Q2 FY'23.
 - Reshaping/grading ditch that comes into Lakeside P.S. Cleans up decades of neglect.
 - Will require permitting from Olin...

- **Tree Clearing in Mel Price Reach (Project 2022-20)**
(BCI Construction USA)
 - All trees have been removed, chipped up, and hauled away.
 - WRDL obtained after-the-fact approval from IEPA and IDNR for removal of said trees.
 - IDOT concerned with trees removed within the IDOT right-of-way. This right-of-way overlaps the District's right-of-way obtained nearly 15-years prior to IDOT's.
 - In the spirit of cooperation, the District has agreed to plant trees at an IDOT mitigation site. Price for mitigation is up for consideration today.

- **WRDL Maintenance Projects**
 - Clearing unwanted vegetation at multiple locations.

- **Pump Stations**
 - East Alton No. 1 Closed. **Passively** maintaining elevation 406-410 in impoundment.
 - Lakeside Closed.
 - Virginia Street Closed.
 - East Alton No. 2 Closed.
 - Wood River Closed.
 - Rand Avenue Open. 24/7 operation.
 - Hawthorne No. 1 Closed.



03 February 2023 – Executive Director Report

- Hawthorne No. 2 Closed.
- Grassy Lake Closed.

- **U.S. Army Corps of Engineers (USACE) Coordination**
 - Authorized Level Projects
 - Pump Station Modifications.
 - WRDLD provided 5 comments on **26 July 2022**.
 - USACE verbally stated that all WRDLD comments will be addressed.
 - Bid Package 8 – Magruder Construction Co.
 - Pump station structure has resumed.
 - Outfall structure cofferdam has begun.
 - Relief well drilling complete. Developing wells.
 - Bid Package 9 – USACE has not confirmed WIK eligibility. Design on hold.
 - USACE has asked FPD to provide a scope of work and schedule.
 - Canal Road Pump Stations – Project awarded to Magruder Construction Co.
 - Pilot hole drilling in progress. Not coordinated with WRDLD.
 - RW Package 1 – BCI Construction USA, Inc.
 - Project Complete.
 - RW Package 2 – 95% ATR.
 - WRDLD provided 14 comments on **11 April 2022**.
(No response from the USACE)
 - RW Package 3 – BCOES.
 - WRDLD provided 10 comments on **20 September 2021**.
(No response from the USACE)
 - Mel Price Deficiency Projects
 - Mel Price RW Package 1 – Meyer Contracting, LLC.
 - Project complete.
 - WRDLD provided the USACE a punch list on **05 December 2022**.
(No response from the USACE)
 - Mel Price RW Package 2 – BCI Construction, USA, Inc.
 - Tree clearing is nearing completion.
 - Relief well driller continues to mobilize.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 1, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
BCBS Heath Insurance					
Bill	02/01/2023	26021...	02/15/2023		4,620.54
Total BCBS Heath Insurance					4,620.54
Bertels Sales & Service					
Bill		150848	02/01/2023		226.72
Bill		150482	02/01/2023		32.78
Credit		151028			-90.56
Total Bertels Sales & Service					168.94
Brianne N England					
Bill	01/19/2023	Clothi...	02/02/2023		70.30
Total Brianne N England					70.30
Delta Dental					
Bill	02/01/2023	1647863	02/15/2023		251.22
Total Delta Dental					251.22
Guarantee Electrical					
Bill	01/23/2023	162015	02/06/2023		4,800.08
Total Guarantee Electrical					4,800.08
PEKIN INSURANCE					
Bill	01/16/2023	VP000...	01/30/2023	2	50.00
Total PEKIN INSURANCE					50.00
Piasa Motor Fuels, LLC					
Bill	01/23/2023	264011	02/06/2023		721.25
Total Piasa Motor Fuels, LLC					721.25
QuickBooks Time					
Bill	01/23/2023	10001...	02/06/2023		99.20
Total QuickBooks Time					99.20
Wood River City of					
Bill	01/23/2023	9300 ...	02/06/2023		8.14
Bill	01/23/2023	9400 ...	02/06/2023		20.08
Total Wood River City of					28.22
TOTAL					10,809.75

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 2, 2023

KW

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - WRPS					
Bill	01/31/2023	1934 J...	03/02/2023		250.69
Total Ameren Illinois - WRPS					250.69 ✓
New Frontier Materials LLC					
Bill	01/12/2023	12623...	02/11/2023		519.08
Bill	01/20/2023	12625...	02/19/2023		90.63
Bill	01/26/2023	12625...	02/25/2023		361.27
Total New Frontier Materials LLC					970.98 ✓
Spectrum Business - Office					
Bill	01/21/2023	02271...	02/20/2023		117.97
Total Spectrum Business - Office					117.97 ✓
Visa					
Credit	02/01/2023	REW...			(230.52)
Bill	01/27/2023	6201 J...	02/26/2023		970.88
Bill	01/27/2023	5583 J...	02/26/2023		745.51
Total Visa					1,485.87 ✓
Waltco Tool's & Equipment					
Bill	01/13/2023	564534	02/12/2023		125.61
Bill	01/24/2023	565218	02/23/2023		31.54
Total Waltco Tool's & Equipment					157.15 ✓
TOTAL					2,982.66

Wood River Drainage & Levee District

Balance Sheet

02/02/23

As of February 2, 2023

Cash Basis

	Feb 2, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	48.43
102.7 · Business Share-1st Mid Credit U	17.37
103.1 · Maint Checking *3552 - MadCo	4,540.03
103.2 · Maint MMDA *0784 - MadCo	738,478.96
103.3 · Rand Checking *5598 - MadCo	1,285.61
103.4 · Rand MMDA *3593 - MadCo	249,810.07
103.5 · EA #1 MMDA *7528 - MadCo	225,723.39
Total Checking/Savings	1,219,903.86
Other Current Assets	
110 · Accrued Interest	446.01
112 · Investments CD	
112.33 · Maint. CD #1 - 1st Mid *001	240,000.00
112.34 · Maint. CD #2 - Bank of MadCo	250,000.00
112.35 · Rand CD #1 - Bank of MadCo	250,000.00
112.36 · Rand CD #2 - Bank of MadCo	250,000.00
112.37 · Maint. CD #3 - CDAR	250,600.69
112.38 · Maint CD #4 - CDAR	250,600.69
Total 112 · Investments CD	1,491,201.38
Total Other Current Assets	1,491,647.39
Total Current Assets	2,711,551.25
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	5,058,689.62
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
230 · Payroll Liabilities	
230.03 · Social Security	
230.031 · Company	3.46
230.032 · Employee	3.46
Total 230.03 · Social Security	6.92
230.04 · Medicare	
230.041 · Company	0.80
230.042 · Employee	0.80
Total 230.04 · Medicare	1.60
230.05 · Federal Withholding	5.00
230.08 · IMRF	
230.081 · Company	85.01
230.082 · Employee	493.29
Total 230.08 · IMRF	578.30
230.10 · State Unemployment IL	2,387.06
Total 230 · Payroll Liabilities	2,978.88
Total Other Current Liabilities	2,978.88
Total Current Liabilities	2,978.88

Wood River Drainage & Levee District
Balance Sheet
As of February 2, 2023

	<u>Feb 2, 23</u>
Long Term Liabilities	
243 · Unreserved	6,222,432.38
244 · EA #1 Pump - Reserved	119,554.00
Total Long Term Liabilities	<u>6,341,986.38</u>
Total Liabilities	6,344,965.26
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(171,737.57)
Total Equity	<u>(1,286,275.64)</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,058,689.62</u></u>

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget
Income			
300 · Assessment	12,814.62	940,000.00	-927,185.38
301 · Interest Earned			
301.2 · Maint Interest Earned	6,547.44	12,500.00	-5,952.56
301.3 · Pump Interest Earned	909.18	2,000.00	-1,090.82
301.4 · Rand Interest Earned	1,782.85	5,000.00	-3,217.15
Total 301 · Interest Earned	9,239.47	19,500.00	-10,260.53
306 · Miscellaneous	2,620.55	5,000.00	-2,379.45
307 · MadCo ARPA Funding	0.00	100,000.00	-100,000.00
309 · Easement & Inspection Fee	3,350.00	20,000.00	-16,650.00
310 · Phillips 66	112,636.88	254,000.00	-141,363.12
312 · F.E.M.A.	0.00	0.00	0.00
313 · Sale of Fixed Assets	0.00	0.00	0.00
314 · Refunds	138.71	0.00	138.71
315 · Lease	1,920.00	1,920.00	0.00
Total Income	142,720.23	1,340,420.00	-1,197,699.77
Gross Profit	142,720.23	1,340,420.00	-1,197,699.77
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	2,395.04	20,000.00	-17,604.96
403 · East Alton No. 1 Maint/Repairs	0.00	1,000.00	-1,000.00
404 · East Alton No. 1 Repairs	0.00	0.00	0.00
411 · Wood River Labor	0.00	2,000.00	-2,000.00
412 · Wood River Utilities	1,222.68	7,000.00	-5,777.32
413 · Wood River Maint/Repairs	3.92	1,000.00	-996.08
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	29,436.00	88,000.00	-58,564.00
422 · Rand Ave Utilities	19,787.02	63,000.00	-43,212.98
423 · Rand Ave Maint/Repairs	3,350.43	6,000.00	-2,649.57
424 · Rand Ave Repair	0.00	0.00	0.00
428 · Rand Ave. Management Labor	4,965.71	20,000.00	-15,034.29
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	797.34	3,100.00	-2,302.66
433 · Hawthorne No. 1 Maint/Repairs	0.00	1,000.00	-1,000.00
434 · Hawthorne No. 1 Repairs	0.00	0.00	0.00
441 · East Alton No. 2 Labor	0.00	0.00	0.00
442 · East Alton No. 2 Utilities	1,341.99	5,000.00	-3,658.01
443 · East Alton No. 2 Maint/Repairs	0.00	1,000.00	-1,000.00
444 · East Alton No. 2 Repairs	0.00	0.00	0.00
451 · Canal Road No. 1 Utilities	0.00	750.00	-750.00
452 · Canal Road No. 1 Repairs/Maint	0.00	150.00	-150.00
461 · Canal Road No. 2 Utilities	0.00	0.00	0.00
462 · Canal Road No. 2 Repairs/Maint	0.00	0.00	0.00
471 · Canal Road No. 3 Utilities	0.00	0.00	0.00
472 · Canal Road No. 3 Repairs/Maint	0.00	0.00	0.00
492 · Grassy Lake Utilities	344.34	2,500.00	-2,155.66
493 · Grassy Lake Repairs/Maintenance	0.00	500.00	-500.00
494 · Hawthorne No. 2 Utilities	96.97	1,000.00	-903.03
495 · Hawthorne No. 2 Repairs/Maint	0.00	500.00	-500.00
496 · Virginia St Utilities	129.60	1,000.00	-870.40
497 · Virginia St Repairs/Maintenance	0.00	500.00	-500.00
498 · Lakeside Utilities	139.89	1,000.00	-860.11
499 · Lakeside Repairs/Maintenance	0.00	500.00	-500.00
Total 400 · Pump Operations	64,010.93	226,500.00	-162,489.07
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	6,465.78	18,000.00	-11,534.22
551 · Maintenance Labor	50,182.30	168,000.00	-117,817.70
552 · Utilities	2,992.84	7,000.00	-4,007.16

Wood River Drainage & Levee District
Revenue & Expense Budget vs. Actual
October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget
553 · Building Maint & Supplies	3,966.31	16,000.00	-12,033.69
554 · Fuel (Gasoline)	4,156.33	16,000.00	-11,843.67
555 · Fuel (Diesel)	3,166.39	13,000.00	-9,833.61
556 · Tractor Maint. / Repair	0.00	0.00	0.00
557 · Vehicle Maint. / Repair	1,164.41	10,000.00	-8,835.59
558 · Equipment Maint. / Repair	7,155.59	20,000.00	-12,844.41
559 · Vegetation Removal	1,780.00	10,000.00	-8,220.00
560 · Clothing Allowance	536.43	1,500.00	-963.57
561 · Aggregate and Rip Rap	264.17	5,000.00	-4,735.83
569 · Employee Insurance Benefit	12,633.45	32,500.00	-19,866.55
570 · Insurance	0.00	64,000.00	-64,000.00
573 · Training	900.00	1,000.00	-100.00
576 · Safety	39.00	1,000.00	-961.00
Total 500 · Maintenance Operations	95,403.00	383,000.00	-287,597.00
600 · Administration			
601 · Administration Labor	56,241.65	161,500.00	-105,258.35
602 · Utilities	1,226.74	6,000.00	-4,773.26
603 · Office Supplies	3,826.56	12,000.00	-8,173.44
604 · Building Maintenance	1,399.40	8,500.00	-7,100.60
605 · Commissioner Labor	7,320.00	23,850.00	-16,530.00
606 · Travel and Meals	859.43	2,800.00	-1,940.57
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	7,021.75	8,000.00	-978.25
609 · Consultant - Engineering	1,495.50	108,000.00	-106,504.50
612 · Clothing Allowance	466.04	2,000.00	-1,533.96
615 · Employee Insurance Benefit	5,810.88	14,500.00	-8,689.12
616 · Employmnt & Other Medical	235.00	1,000.00	-765.00
618 · Bonds	1,100.00	2,300.00	-1,200.00
620 · Marketing - Publications	423.10	1,000.00	-576.90
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	1,826.91	0.00	1,826.91
Total 600 · Administration	89,252.96	356,500.00	-267,247.04
700 · Capital Projects			
701 · Capital Improvements	0.00	43,000.00	-43,000.00
705 · USACE Testing/Inspection	24,479.12	107,500.00	-83,020.88
710 · Reconstructions/Repairs	12,855.08	120,000.00	-107,144.92
Total 700 · Capital Projects	37,334.20	270,500.00	-233,165.80
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	9,408.25	29,850.00	-20,441.75
853 · IMRF	4,144.81	9,010.00	-4,865.19
854 · Insurance Benefit	4,950.77	10,970.00	-6,019.23
855 · Medicare	2,200.32	6,980.00	-4,779.68
856 · SUIL	4,564.32	11,900.00	-7,335.68
Total 800 · Payroll Expenses	25,268.47	68,710.00	-43,441.53
Total Expense	311,269.56	1,305,210.00	-993,940.44
Net Income	-168,549.33	35,210.00	-203,759.33