



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 17, 2023
Time: 8:30 AM
Location: 543 W. Madison Avenue, Wood River, IL 62095
Teams Meeting Call in Number: +1 708-329-8926; Passcode: 588 117 722#
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
Mike Allen	Superintendent	Wood River Drainage & Levee District
James Craney	Partner	Craney Winters Law Group
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. Superintendent Report

- 5.1. Mike Allen provided his maintenance report and was available for questions.
- 5.2. Maintenance crew has been hauling and blading rock on access roads along the Levee.
- 5.3. Recycled 59 tires found around the Levee with D&D Tire

6. Executive Director Report

- 6.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
- 6.2. IDOT has approved WRDLD’s layout under project 2022-20. Maintenance went to IDOT mitigation site and staked out the trees, but the nursery isn’t going to release trees until the end of March.



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- 6.3. Zeller Technologies will be inspecting six overhead cranes, recommended by Riggings Solutions.
- 6.4. Bailey Clark, Globe Life-Liberty Insurance, has requested an opportunity to sit down with employees and Commissioners. They offer several insurance plans, including 3 free policies that each employee would be able to take advantage of. Brianne England will be sending out a letter to the employees to gauge employee and Commissioner interest.

7. Luken Insurance Agency Comments

- 7.1. Lucy Dehner was present for the meeting and available to answer any questions.
- 7.2. Accident involving Mike Allen's 2020 Ford F-150 XL was submitted to State Farm insurance.

8. Attorney James Craney Comments

- 8.1. James Craney was present and available for questions.

9. Commissioners Report:

- 9.1. Nothing new to report currently.

10. Approval of Minutes of the previous meeting:

A motion was made by Kincade to approve the minutes pending correction of section 3 for 02/03/23; seconded by Johansen.

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

11. Approval of the Bills

A motion was made by Kincade to approve the list of bills presented in the amount of \$12,391.26; second by Roberts. See attachments.

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

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

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

13. Communications

N/A

14. Old Business

N/A



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15. New Business

- 15.1. Discussion and potential action regarding certifying lands acquired for "Relief Well Package 3" contract.

Motion was made by Johansen to table; seconded by Kincade

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

- 15.2. Discussion and potential action regarding executing a Vendor Agreement and Work Order 01 with Zeller Technologies, Inc. in support of Project 2023-22.

Motion made by Roberts to pass; seconded by Johansen

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

- 15.3. Discussion and potential action regarding executing Access Permit No. 8-33495, a perpetual IDOT Highway Permit to allow the District access to PID 18-1-14-11-00-000-015.

Motion made by Roberts to pass permit once the wording of agreement has added in terminology stating it is "perpetual", seconded by Johansen

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

16. Executive Session

N/A

17. Return to open session/roll call:

N/A

18. Commissioners/Employee Comments:

N/A

19. Adjournment

Motion made by Kincade; seconded by Johansen to adjourn.

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

Adjournment at 8:58 a.m.



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Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



17 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)**
(The Pump Shop at Missouri Machinery & Engineering, Co.)
 - 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)
 - WRDLD 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.
 - WRDLD's Tree Mitigation site layout has been approved by IDOT.
 - Will plant 62 trees as weather allows.
- **Inspection and Load Testing of Pump Station Cranes (Project 2023-22)**
(Zeller Technologies, Inc.)
 - Six (6) Overhead Cranes will be inspected and load tested at 5 Pump Stations.
- **WRDLD 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.
 - Hawthorne No. 2 Closed.
 - Grassy Lake Closed.



17 February 2023 – Executive Director Report

- **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 complete.
 - Relief well drilling has begun.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 9, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Alton Equipment & Rental					
Bill	01/12/2023	32483	02/11/2023		57.75
Total Alton Equipment & Rental					57.75
Ameren Illinois - Garage					
Bill	01/31/2023	0418 ...	03/02/2023		87.81
Total Ameren Illinois - Garage					87.81
Ameren Illinois - Office					
Bill	01/31/2023	6335 ...	03/02/2023		117.77
Total Ameren Illinois - Office					117.77
Culligan Water					
Bill	01/31/2023	492X0...	03/02/2023		13.00
Total Culligan Water					13.00
East Alton, Village of					
Bill	02/09/2023	33003...	03/11/2023		19.80
Total East Alton, Village of					19.80
Homefield Energy - EA #2					
Bill	02/02/2023	7026 ...	03/04/2023		277.18
Total Homefield Energy - EA #2					277.18
Homefield Energy - Grassy					
Bill	02/09/2023	6035 ...	03/11/2023		86.54
Total Homefield Energy - Grassy					86.54
Homefield Energy - Hawthorne #1					
Bill	02/09/2023	3024 ...	03/11/2023		214.35
Total Homefield Energy - Hawthorne #1					214.35
Illinois American Water					
Bill	02/02/2023	1025-...	03/04/2023		73.38
Total Illinois American Water					73.38
Midwest Sanitary Services, Inc					
Bill	01/30/2023	20230...	03/01/2023		57.60
Total Midwest Sanitary Services, Inc					57.60
MTS-Jerseyville					
Bill	02/01/2023	21980	02/11/2023		2,800.00

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 9, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Total MTS-Jerseyville					2,800.00
New Frontier Materials LLC					
Bill	02/01/2023	12626...	03/03/2023		656.11
Total New Frontier Materials LLC					656.11
Piasa Motor Fuels, LLC					
Bill	02/06/2023	264136	03/08/2023		502.90
Total Piasa Motor Fuels, LLC					502.90
Williams Office Products, Inc.					
Bill	01/30/2023	INV02...	02/19/2023		49.92
Total Williams Office Products, Inc.					49.92
TOTAL					5,014.11

Wood River Drainage & Levee District
Unpaid Bills Detail
As of February 16, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Ace Tech Computer Services, Inc.					
Bill	02/01/2023	10574	03/03/2023		322.80
Total Ace Tech Computer Services, Inc.					322.80
AT&T - FirstNet					
Bill	02/08/2023	02082...	03/10/2023		224.94
Total AT&T - FirstNet					224.94
Craney Winters Law Group, LLC					
Bill	02/01/2023	16563	03/03/2023		1,211.75
Total Craney Winters Law Group, LLC					1,211.75
Hartford, Village of					
Bill	01/31/2023	013 0...	03/02/2023		40.20
Total Hartford, Village of					40.20
Homefield Energy - Rand					
Bill	02/03/2023	3111 J...	03/05/2023		5,385.33
Total Homefield Energy - Rand					5,385.33
Spectrum Business - Rand					
Bill	02/03/2023	00250...	03/05/2023		192.13
Total Spectrum Business - Rand					192.13
TOTAL					7,377.15

Wood River Drainage & Levee District
Balance Sheet
As of February 16, 2023

	Feb 16, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	35.29
102.7 · Business Share-1st Mid Credit U	17.37
103.1 · Maint Checking *3552 - MadCo	10,806.96
103.2 · Maint MMDA *0784 - MadCo	722,398.14
103.3 · Rand Checking *5598 - MadCo	5,099.37
103.4 · Rand MMDA *3593 - MadCo	237,166.51
103.5 · EA #1 MMDA *7528 - MadCo	226,114.54
Total Checking/Savings	1,201,638.18
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	2,693,285.57
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	5,040,423.94
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	311.15
230.082 · Employee	1,052.58
Total 230.08 · IMRF	1,363.73
230.09 · Insurance Withholding	
230.091 · Health Insurance	39.06
230.092 · Life Insurance	16.00
Total 230.09 · Insurance Withholding	55.06
230.10 · State Unemployment IL	3,378.63

Wood River Drainage & Levee District
Balance Sheet
As of February 16, 2023

	<u>Feb 16, 23</u>
230.12 · Union Dues	100.98
Total 230 · Payroll Liabilities	4,911.92
Total Other Current Liabilities	4,911.92
Total Current Liabilities	4,911.92
Long Term Liabilities	
243 · Unreserved	6,222,432.38
244 · EA #1 Pump - Reserved	119,554.00
Total Long Term Liabilities	6,341,986.38
Total Liabilities	6,346,898.30
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(191,936.29)
Total Equity	(1,306,474.36)
TOTAL LIABILITIES & EQUITY	5,040,423.94

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	20,396.98	940,000.00	-919,603.02
301 · Interest Earned			
301.2 · Maint Interest Earned	7,884.26	39,000.00	-31,115.74
301.3 · Pump Interest Earned	1,300.33	3,000.00	-1,699.67
301.4 · Rand Interest Earned	2,139.29	17,000.00	-14,860.71
Total 301 · Interest Earned	11,323.88	59,000.00	-47,676.12
306 · Miscellaneous	2,635.40	5,000.00	-2,364.60
307 · MadCo ARPA Funding	0.00	50,000.00	-50,000.00
309 · Easement & Inspection Fee	3,850.00	10,000.00	-6,150.00
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	24,500.00	-24,500.00
314 · Refunds	138.71	135.00	3.71
315 · Lease	1,920.00	1,920.00	0.00
Total Income	152,901.85	1,344,555.00	-1,191,653.15
Gross Profit	152,901.85	1,344,555.00	-1,191,653.15
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	2,488.22	20,000.00	-17,511.78
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	1,473.37	7,000.00	-5,526.63
413 · Wood River Maint/Repairs	298.00	1,000.00	-702.00
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	32,751.00	88,000.00	-55,249.00
422 · Rand Ave Utilities	25,404.68	63,000.00	-37,595.32
423 · Rand Ave Maint/Repairs	3,370.41	8,000.00	-4,629.59
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	1,011.69	3,100.00	-2,088.31
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	1,619.17	5,000.00	-3,380.83
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	0.00	0.00
452 · Canal Road No. 1 Repairs/Maint	0.00	0.00	0.00
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	430.88	2,500.00	-2,069.12
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	74,179.59	227,600.00	-153,420.41
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	6,465.78	20,000.00	-13,534.22
551 · Maintenance Labor	55,231.11	140,000.00	-84,768.89
552 · Utilities	3,313.59	9,000.00	-5,686.41

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	4,532.47	16,000.00	-11,467.53
554 · Fuel (Gasoline)	4,659.23	16,000.00	-11,340.77
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	1,355.47	10,000.00	-8,644.53
558 · Equipment Maint. / Repair	7,232.57	20,000.00	-12,767.43
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	1,891.26	7,500.00	-5,608.74
569 · Employee Insurance Benefit	12,633.45	28,000.00	-15,366.55
570 · Insurance	0.00	64,000.00	-64,000.00
573 · Training	900.00	1,000.00	-100.00
576 · Safety	57.78	1,000.00	-942.22
Total 500 · Maintenance Operations	103,755.53	357,000.00	-253,244.47
600 · Administration			
601 · Administration Labor	62,747.18	161,650.00	-98,902.82
602 · Utilities	1,509.50	6,000.00	-4,490.50
603 · Office Supplies	4,754.11	14,000.00	-9,245.89
604 · Building Maintenance	1,399.40	8,500.00	-7,100.60
605 · Commissioner Labor	8,220.00	23,850.00	-15,630.00
606 · Travel and Meals	973.93	2,800.00	-1,826.07
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	8,233.50	16,500.00	-8,266.50
609 · Consultant - Engineering	1,555.50	58,000.00	-56,444.50
612 · Clothing Allowance	466.04	2,000.00	-1,533.96
615 · Employee Insurance Benefit	5,805.57	14,500.00	-8,694.43
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	1,850.00	-23.09
Total 600 · Administration	99,249.74	319,000.00	-219,750.26
700 · Capital Projects			
701 · Capital Improvements	2,800.00	60,000.00	-57,200.00
705 · USACE Testing/Inspection	24,479.12	113,000.00	-88,520.88
710 · Reconstructions/Repairs	12,855.08	164,000.00	-151,144.92
Total 700 · Capital Projects	40,134.20	337,000.00	-296,865.80
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	10,588.26	28,250.00	-17,661.74
853 · IMRF	4,370.95	8,290.00	-3,919.05
854 · Insurance Benefit	4,521.46	11,195.00	-6,673.54
855 · Medicare	2,482.52	6,610.00	-4,127.48
856 · SUILL	5,555.89	12,100.00	-6,544.11
Total 800 · Payroll Expenses	27,519.08	66,445.00	-38,925.92
Total Expense	344,838.14	1,307,045.00	-962,206.86
Net Income	-191,936.29	37,510.00	-229,446.29