# Established 20th of July-1910

#### WOOD RIVER DRAINAGE AND LEVEE DISTRICT

MADISON COUNTY, ILLINOIS 543 W. MADISON AVENUE WOOD RIVER, ILLINOIS 62095

#### MINUTES OF MEETING – BOARD OF COMMISSIONERS

#### 1. Meeting Information

Date: Friday March 3, 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
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. Commissioner Kincade was unable to attend the meeting. 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 received prior to the meeting. See attachment.

#### 6. Superintendent Report

Mike Allen was unable to attend 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. Mel Price RW package 2, as of March 2, 2023, 10 of 25 relief wells have been drilled.

#### 8. Luken Insurance Agency Comments

- 8.1. Lucy Dehner was present for the meeting and available to answer any questions.
- 8.2. Working with underwriter on audit correction for Auto-Owners.

#### WOOD RIVER DRAINAGE AND LEVEE DISTRICT



MADISON COUNTY, ILLINOIS 543 W. MADISON AVENUE WOOD RIVER, ILLINOIS 62095

#### 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 Johansen to approve the minutes for 2/17/23; seconded by Roberts.

Johansen: aye; Roberts: aye. Motion passed

#### 12. Approval of the Bills

A motion was made by Roberts to approve the list of bills presented in the amount of \$21,534.22; second by Johansen. See attachments.

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

Johansen: aye; Roberts: aye. Motion passed

#### 14. Communications

14.1. Letters were sent out to all employees and commissioners regarding Globe Life-Liberty supplemental insurance.

#### 15. Old Business

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

Letting motion die due to lack of motion.

#### 16. New Business

N/A

#### 17. Executive Session

17.1. Motion was made at 8:45 a.m. by Johansen to enter Executive Session to discuss Appointment; seconded by Roberts

Johansen: aye; Roberts: aye. Motion passed.



#### WOOD RIVER DRAINAGE AND LEVEE DISTRICT

MADISON COUNTY, ILLINOIS **543 W. MADISON AVENUE WOOD RIVER, ILLINOIS 62095** 

Anthony Roberts, Commissioner

18.	Return to open session/roll call:
	A motion was made in executive session to resume open session at 8:49 a.m.
19.	Commissioners/Employee Comments: N/A
20.	Adjournment Motion made by Johansen; seconded by Roberts to adjourn.
	Johansen: aye; Roberts: aye. Motion carried.
	Adjournment at 8:50 a.m.
Cha	arles Johansen, President
<u>N//</u>	4
Nat	chan Kincade, Vice President

#### 03 March 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
- o 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.)

o 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.
- o Project is still slated for completion Q2/Q3 FY'23.

#### • Lakeside Pump Station Impoundment (Project 2022-19)

#### (ARDL, Inc.)

- o Project slated for Q2 FY'23.
- o Reshaping/grading ditch that comes into Lakeside P.S. Cleans up <u>decades</u> 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.)

- o Six (6) Overhead Cranes will be inspected and load tested at 5 Pump Stations.
- o <u>Was</u> scheduled for this week, but contractor had to reschedule. Date pending.

#### • WRDLD Maintenance Projects

- o Clearing unwanted vegetation at multiple locations.
- Adding rock and grading levee access roads.

#### • Pump Stations

0	East Alton No. 1	Open. Maintaining elevation 406 – 408 in support of USACE KTR.
_	Lakasida	Closed

Lakeside Closed.
 Virginia Street Closed.
 East Alton No. 2 Closed.
 Wood River Closed.

o Rand Avenue **Open. 24/7 operation.** 

Hawthorne No. 1 Closed.

#### 03 March 2023 - Executive Director Report

Hawthorne No. 2Grassy LakeClosed.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 and Outfall Structures in progress.
    - Force main install scheduled for next week.
  - Bid Package 9
    - USACE has provided the Engineering Documentation Report to the FPD and their consultant WSP.
    - USACE, FPD, WSP, and WRDLD are meeting in 2 weeks to discuss further.
  - Canal Road Pump Stations Project awarded to Magruder Construction Co.
    - WRDLD initiated potential VE proposal to save the project ≈\$90k.
  - 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 <u>20 September 2021</u>.
     (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 <u>05 December 2022</u>.
       (No response from the USACE)
  - Mel Price RW Package 2 BCI Construction, USA, Inc.
    - Relief well drilling in progress.



Date/Time: March 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)**

- 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 (1 PE/TCE remaining).
    - ROW Certification documents to be submitted for Board approval after remaining easement is recorded.
  - 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.
    - USACE proposed alternate solution formally as a "betterment" on 12/19/2022.
    - FPD Council / WRDLD response to USACE 02/16/2023.
    - USACE request on 10/21/2022 of utility potholing under LERRDs will be carried forward.
- Design Reach East of IL-111 (Village of Roxana)
  - o RW Pkg 3 and Canal Road PS easements on hold pending possible berm pivot.
  - o WRDLD 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.
  - o WIK Request sent by the FPD Council on 11/17/2021.
  - Engineering Design Report (EDR) received from USACE on 03/01/2023. WIK approval subject to additional USACE reviews.
  - WSP/FPD Council to begin design in the near future.
- 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 agreement pending Village board approval 03/06 and FPD Council approval 03/15. Construction soon thereafter.

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

Туре	Date	Num	Due Date	Aging	Open Balance
ARDL, INC. Bill	02/16/2023	Work	03/18/2023		6,500.00
Total ARDL, INC.					6,500.00
BCBS Heath Insurance	03/01/2023	26021	03/31/2023		4,620.54
Total BCBS Heath Insura	nce				4,620.54
<b>Delta Dental</b> Bill	03/01/2023	1657974	03/31/2023		292.08
Total Delta Dental					292.08
MTS-Jerseyville Bill	02/08/2023	17069	02/18/2023	11	3,617.32
Total MTS-Jerseyville					3,617.32
New Frontier Materials L Bill Bill Bill Bill	02/10/2023 02/14/2023 02/15/2023 02/16/2023	12628 12629 12629 12629	03/12/2023 03/16/2023 03/17/2023 03/18/2023		267.46 264.44 372.92 360.83
Total New Frontier Materia	als LLC				1,265.65
PEKIN INSURANCE Bill	02/15/2023	VP000	03/17/2023		50.00
Total PEKIN INSURANCE	_				50.00
Piasa Motor Fuels, LLC Bill Bill	02/21/2023 02/21/2023	264291 264292	03/23/2023 03/23/2023		73.85 189.26
Total Piasa Motor Fuels, I	LC				263.11
WILLIAMS, KEVIN Bill	02/21/2023	Comm	03/23/2023		170.00
Total WILLIAMS, KEVIN					170.00
TAL					16,778.70

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

Туре	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - Garage Bill	02/28/2023	0418	03/30/2023		113.10
Total Ameren Illinois - Gar	age				113.10
Ameren Illinois - Office Bill	02/28/2023	6335	03/30/2023		116.15
Total Ameren Illinois - Office	ce				116.15
Ameren Illinois - WRPS Bill	02/28/2023	1934	03/30/2023		244.29
Total Ameren Illinois - WR	PS				244.29
Midwest Sanitary Service	es, Inc 02/28/2023	20230	03/30/2023		57.60
Total Midwest Sanitary Se	rvices, Inc				57.60
Piasa Motor Fuels, LLC Bill Bill	02/23/2023 02/24/2023	264319 264336	03/25/2023 03/26/2023		303.10 229.65
Total Piasa Motor Fuels, L	LC				532.75
Spectrum Business - Off Bill	ice 02/21/2023	02271	03/23/2023		117.97
Total Spectrum Business -	Office				117.97
<b>Visa</b> Credit Bill Bill	02/03/2023 02/24/2023 02/24/2023	REW 6201 5583	03/26/2023 03/26/2023		(150.00) 2,972.81 668.25
Total Visa					3,491.06
Williams Office Products Bill	, <b>Inc.</b> 02/28/2023	INV02	03/20/2023		42.44
Total Williams Office Prod	ucts, Inc.				42.44
Wood River City of Bill Bill	02/15/2023 02/23/2023	9300 J 9400 J	03/17/2023 03/25/2023		20.08 20.08
Total Wood River City of					40.16
TAL					4,755.52

## Wood River Drainage & Levee District Balance Sheet

As of March 3, 2023

	Mar 3, 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	1,783.84
103.2 · Maint MMDA *0784 - MadCo	703,633.14
103.3 · Rand Checking *5598 · MadCo 103.4 · Rand MMDA *3593 · MadCo	2,748.82 234,897.39
103.4 · Rand MMDA 3593 - MadCo	226,501.72
Total Checking/Savings	1,169,617.57
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 112.35 · Rand CD #1 - Bank of MadCo	250,000.00
112.36 · Rand CD #2 - Bank of MadCo	250,000.00 250,000.00
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	2,661,264.96
Fixed Assets 120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	5,008,403.33
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
230.041 · Company 230.042 · Employee	0.80
Total 230.04 · Medicare	1.60
230.05 · Federal Withholding 230.08 · IMRF	5.00
230.081 · Company 230.082 · Employee	85.01 493.29
Total 230.08 · IMRF	578.30
230.10 · State Unemployment IL	4,131.14
Total 230 · Payroll Liabilities	4,722.96
Total Other Current Liabilities	4,722.96
Total Current Liabilities	4,722.96
Long Term Liabilities 243 · Unreserved	6,222,432.38

3:04 PM 03/02/23 Cash Basis

## Wood River Drainage & Levee District Balance Sheet

As of March 3, 2023

	Mar 3, 23	
244 · EA #1 Pump - Reserved	119,554.00	
Total Long Term Liabilities	6,341,986.38	
Total Liabilities	6,346,709.34	
Equity 290 · Open Bal Equity 299 · Fund Balance Net Income	(2,046,454.37) 931,916.30 (223,767.94)	
Total Equity	(1,338,306.01)	
TOTAL LIABILITIES & EQUITY	5,008,403.33	

## **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	9,119.26	39,000.00	-29,880.74
301.3 · Pump Interest Earned	1,687.51	3,000.00	-1,312.49
301.4 · Rand Interest Earned	2,549.21	17,000.00	-14,450.79
Total 301 · Interest Earned	13,355.98	59,000.00	-45,644.02
306 · Miscellaneous	2,648.35	5,000.00	-2,351.65
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	117,957.84	254,000.00	-136,042.16
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	185.29	135.00	50.29
315 · Lease	1,920.00	1,920.00	0.00
Total Income	160,314.44	1,344,555.00	-1,184,240.56
Gross Profit	160,314.44	1,344,555.00	-1,184,240.56
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	1,717.66	7,000.00	-5,282.34
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	36,170.00	88,000.00	-51,830.00
422 · Rand Ave Utilities 423 · Rand Ave Maint/Repairs	25,404.68 3,602.10	63,000.00 8,000.00	-37,595.32 -4,397.90
423 · Rand Ave Mannukepairs	0.00	0.00	0.00
424 · Rand Ave. Repair 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 462 · Canal Road No. 2 Repairs/Maint	0.00	0.00 0.00	0.00 0.00
471 · Canal Road No. 3 Utilities	0.00 0.00	0.00	0.00
471 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	78,074.57	227,600.00	-149,525.43
500 · Maintenance Operations 550 · Part-Time Maintenance Labor	6,465.78	20,000.00	-13,534.22
550 · Part-Time Maintenance Labor 551 · Maintenance Labor	60,279.91	140,000.00	-13,534.22 -79,720.09
552 · Utilities	3,504.37	9,000.00	-79,720.09 -5,495.63
JOE Guilles	0,004.01	0,000.00	0,700.00

3:05 PM 03/02/23 **Cash Basis** 

## **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	5,205.32	16,000.00	-10,794.68
554 · Fuel (Gasoline)	5,265.83	16,000.00	-10,734.17
555 · Fuel (Diesel)	3,355.65	13,000.00	-9,644.35
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	10,849.89	20,000.00	-9,150.11
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	3,156.91	7,500.00	-4,343.09
569 · Employee Insurance Benefit	14,746.51	28,000.00	-13,253.49
570 · Insurance	0.00	64,000.00	-64,000.00
573 · Training	900.00	1,000.00	-100.00
576 · Saftey	57.78	1,000.00	-942.22
Total 500 · Maintenance Operations	117,459.85	357,000.00	-239,540.15
600 · Administration			
601 · Administration Labor	69,252.70	161,650.00	-92,397.30
602 · Utilities	1,761.12	6,000.00	-4,238.88
603 · Office Supplies	7,494.51	14,000.00	-6,505.49
604 · Building Maintenance	1,437.16	8,500.00	-7,062.84
605 · Commissioner Labor	9,030.00	23,850.00	-14,820.00
606 · Travel and Meals	1,083.54	2,800.00	-1,716.46
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	6,972.77	14,500.00	-7,527.23
616 · Employemnt & Other Medical	235.00	1,000.00	-765.00
618 · Bonds	1,100.00	2,300.00	-1,200.00
620 · Marketing - Publications	543.10	1,000.00	-456.90
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	1,826.91	1,850.00	-23.09
Total 600 · Administration	110,991.85	319,000.00	-208,008.15
700 · Capital Projects	0.000.00	00 000 00	F7 000 00
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	19,355.08	164,000.00	-144,644.92
Total 700 · Capital Projects	46,634.20	337,000.00	-290,365.80
800 · Payroll Expenses	0.00	0.00	0.00
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	11,541.71	28,250.00	-16,708.29
853 · IMRF	4,597.10	8,290.00	-3,692.90
854 · Insurance Benefit	5,769.20	11,195.00	-5,425.80
855 · Medicare	2,705.50	6,610.00	-3,904.50
856 · SUIIL	6,308.40	12,100.00	-5,791.60
Total 800 · Payroll Expenses	30,921.91	66,445.00	-35,523.09
Total Expense	384,082.38	1,307,045.00	-922,962.62
Net Income	-223,767.94	37,510.00	-261,277.94