



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 March 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
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 was unable to attend the meeting.

6. Executive Director Report

- 6.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
- 6.2. Gravity drain inspections will start after the relief well pump testing within the next couple of weeks.
- 6.3. Project 2023-22 all 6 overhead crane inspections were completed on 3/10/23.



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7. Luken Insurance Agency Comments

- 7.1. Lucy Dehner was present for the meeting and available to answer any questions.
- 7.2. Auto-owners will be amending their audit. They did include capital expenses in the premium and exposure is based on operating expenses only.
- 7.3. State Farm did confirm that their insured is liable for the accident with Mike Allen's truck.

8. Attorney James Craney Comments

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

9. Commissioners Report:

- 9.1. Commissioner Johansen suggested the other 2 commissioners drive down the Lower Wood River section of the levee to see all the changes in the last 6 months.

10. Approval of Minutes of the previous meeting:

A motion was made by Johansen to approve the minutes; seconded by Roberts.

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

11. Approval of the Bills

A motion was made by Roberts to approve the list of bills presented in the amount of \$5,236.29; second by Kincade. 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 Kincade.

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

13. Communications

- 13.1. Secretary/Treasurer England and Executive Director Williams discussed installing solar panels at the office location for both the office and garage. Explained the federal and state incentives available for businesses who install solar. Requested to put a request for bid out in the local paper.
- 13.2. Executive Director Williams told the Commissioners that the Governor did sign into law SB0208. This bill entitles all employees, including part-time employees, to earn and use up to a minimum of 40 hours of paid leave in a 12-month period. Still more information to come on that.
- 13.3. The maintenance crew was working in East Alton and had to stop. Found an encampment and did not want anyone to get hurt. The maintenance crew is currently meeting with Alton P.D. requesting they have the encampment removed by Monday so work can continue.



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14. Old Business

N/A

15. New Business

N/A

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 8:54 a.m.

Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



17 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
 - 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.)
 - Inspection of Six (6) Overhead Cranes at 5 Pump Stations was completed 10 March 2023.
 - Load Testing will be completed at a later date.

- **Wood River Pump Station Impoundment Rip Rap (Project 2023-23)**
(WRDLD & Keller Construction, Inc.)
 - Place rip rap at scour locations caused by IDOT drains and City of Wood River FMs.
 - WRDLD will haul/stockpile rip rap. Keller Construction (w/ long reach excavator) will place.

- **ARPA Engineering Design and Construction Phase Services (Project 2023-24)**
(TBD)
 - Request for Qualifications has been advertised in newspaper. SOQs due 12 May 2023.

- **WRDLD Maintenance Projects**
 - Clearing unwanted vegetation at multiple locations.
 - Adding rock and grading levee access roads.



17 March 2023 – Executive Director Report

- **Pump Stations**

- East Alton No. 1 Closed.
- 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.

- **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. (Delayed)
 - Bid Package 9
 - USACE has provided the Engineering Documentation Report to the FPD and their consultant WSP.
 - USACE, FPD, WSP, and WRDLD met yesterday to discuss further. No work is eligible for WIK until the IDR is approved (Likely Aug/Sept 2023).
 - Canal Road Pump Stations – Magruder Construction Co.
 - WRDLD initiated potential VE proposal to save the project ≈\$90k. VE proposal will not occur. (Will take the USACE too long to evaluate)
 - Contractor has mobilized.
 - 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 substantially 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.
 - Relief well drilling in progress. (15 of 25 wells have been drilled).
 - Relief well development and testing ongoing.

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

Type	Date	Num	Due Date	Aging	Open Balance
George Alarm Company					
Bill	03/01/2023	208533	03/31/2023		1,049.40
Bill	03/02/2023	210565	04/01/2023		71.25
Total George Alarm Company					1,120.65
Hartford, Village of					
Bill	02/28/2023	013 0...	03/30/2023		40.22
Total Hartford, Village of					40.22
Homefield Energy - Hawthorne #1					
Bill	03/09/2023	3024 ...	04/08/2023		121.48
Total Homefield Energy - Hawthorne #1					121.48
New Frontier Materials LLC					
Bill	02/15/2023	12629...	03/17/2023		42.86
Bill	02/24/2023	12631...	03/26/2023		338.26
Bill	02/27/2023	12632...	03/29/2023		144.50
Bill	03/02/2023	12633...	04/01/2023		45.77
Bill	03/06/2023	12634...	04/05/2023		393.03
Total New Frontier Materials LLC					964.42
Piasa Motor Fuels, LLC					
Bill	03/03/2023	264405	04/02/2023		140.59
Total Piasa Motor Fuels, LLC					140.59
Sheppard, Morgan & Schwaab, Inc.					
Bill	02/27/2023	41443	03/29/2023		262.50
Total Sheppard, Morgan & Schwaab, Inc.					262.50
Spectrum Business - Rand					
Bill	03/03/2023	00250...	04/02/2023		194.44
Total Spectrum Business - Rand					194.44
Waltco Tool's & Equipment					
Bill	02/17/2023	566835	03/19/2023		9.00
Total Waltco Tool's & Equipment					9.00
TOTAL					2,853.30

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

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	03/01/2023	10636	03/31/2023		310.00
Total Ace Tech Computer Services, Inc.					310.00
Alton Equipment & Rental					
Bill	02/28/2023	32601	03/30/2023		292.87
Total Alton Equipment & Rental					292.87
AT&T - FirstNet					
Bill	03/03/2023	03082...	04/02/2023		217.13
Total AT&T - FirstNet					217.13
Brianne N England					
Bill	03/09/2023	Clothi...	04/08/2023		33.96
Total Brianne N England					33.96
Cleary's Shoes & Boots					
Bill	01/31/2023	11208...	03/02/2023	14	244.80
Total Cleary's Shoes & Boots					244.80
Craney Winters Law Group, LLC					
Bill	03/01/2023	16707	03/31/2023		291.00
Total Craney Winters Law Group, LLC					291.00
Homefield Energy - EA #2					
Bill	03/07/2023	7026 ...	04/06/2023		278.73
Total Homefield Energy - EA #2					278.73
Homefield Energy - Garage					
Bill	03/07/2023	0418 ...	04/06/2023		77.34
Total Homefield Energy - Garage					77.34
Homefield Energy - Grassy					
Bill	03/07/2023	6035 ...	04/06/2023		144.74
Total Homefield Energy - Grassy					144.74
Homefield Energy - Hawthorne #2					
Bill	03/07/2023	7006 ...	04/06/2023		42.38
Total Homefield Energy - Hawthorne #2					42.38
Homefield Energy - Lakeside					
Bill	03/07/2023	0418 ...	04/06/2023		77.34
Total Homefield Energy - Lakeside					77.34
Homefield Energy - Office					
Bill	03/07/2023	6335 ...	04/06/2023		100.10
Total Homefield Energy - Office					100.10
Homefield Energy - Virginia					
Bill	03/07/2023	9856 ...	04/06/2023		56.31
Total Homefield Energy - Virginia					56.31
Illinois American Water					
Bill	03/02/2023	1025-...	04/01/2023		78.79
Total Illinois American Water					78.79
Lewis Brisbois Bisgaard & Smith, LLP					
Bill	02/23/2023	3562324	03/25/2023		137.50

12:40 PM

03/16/23

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

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Total Lewis Brisbois Bisgaard & Smith, LLP					137.50
TOTAL					2,382.99

Wood River Drainage & Levee District
Balance Sheet
 As of March 17, 2023

	Mar 17, 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	24,346.54
103.2 · Maint MMDA *0784 - MadCo	686,898.65
103.3 · Rand Checking *5598 - MadCo	6,918.46
103.4 · Rand MMDA *3593 - MadCo	232,282.72
103.5 · EA #1 MMDA *7528 - MadCo	226,501.72
Total Checking/Savings	1,177,000.75
Other Current Assets	
110 · Accrued Interest	518.00
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 3271	250,600.69
112.38 · Maint CD #4 - CDAR 3298	250,600.69
Total 112 · Investments CD	1,491,201.38
Total Other Current Assets	1,491,719.38
Total Current Assets	2,668,720.13
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	5,015,858.50
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	313.65
230.082 · Employee	1,058.27
Total 230.08 · IMRF	1,371.92
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	4,636.10

Wood River Drainage & Levee District
Balance Sheet
As of March 17, 2023

	<u>Mar 17, 23</u>
230.12 · Union Dues	103.51
Total 230 · Payroll Liabilities	<u>6,180.11</u>
Total Other Current Liabilities	<u>6,180.11</u>
Total Current Liabilities	6,180.11
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	6,348,166.49
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(217,769.92)
Total Equity	<u>(1,332,307.99)</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,015,858.50</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	43,662.49	940,000.00	-896,337.51
301 · Interest Earned			
301.2 · Maint Interest Earned	9,191.25	39,000.00	-29,808.75
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	13,427.97	59,000.00	-45,572.03
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	123,343.17	254,000.00	-130,656.83
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	189,037.27	1,344,555.00	-1,155,517.73
Gross Profit	189,037.27	1,344,555.00	-1,155,517.73
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	2,567.01	20,000.00	-17,432.99
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	39,498.00	88,000.00	-48,502.00
422 · Rand Ave Utilities	25,639.34	63,000.00	-37,360.66
423 · Rand Ave Maint/Repairs	3,602.10	8,000.00	-4,397.90
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	1,133.17	3,100.00	-1,966.83
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	1,897.90	5,000.00	-3,102.10
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	575.62	2,500.00	-1,924.38
493 · Grassy Lake Repairs/Maintenance	0.00	500.00	-500.00
494 · Hawthorne No. 2 Utilities	139.35	1,000.00	-860.65
495 · Hawthorne No. 2 Repairs/Maint	0.00	500.00	-500.00
496 · Virginia St Utilities	185.91	1,000.00	-814.09
497 · Virginia St Repairs/Maintenance	0.00	500.00	-500.00
498 · Lakeside Utilities	201.84	1,000.00	-798.16
499 · Lakeside Repairs/Maintenance	0.00	500.00	-500.00
Total 400 · Pump Operations	82,421.61	227,600.00	-145,178.39
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	6,465.78	20,000.00	-13,534.22
551 · Maintenance Labor	65,455.19	140,000.00	-74,544.81
552 · Utilities	3,749.16	9,000.00	-5,250.84

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	5,507.19	16,000.00	-10,492.81
554 · Fuel (Gasoline)	5,265.83	16,000.00	-10,734.17
555 · Fuel (Diesel)	3,496.24	13,000.00	-9,503.76
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	781.23	1,500.00	-718.77
561 · Aggregate and Rip Rap	4,121.33	7,500.00	-3,378.67
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	124,531.60	357,000.00	-232,468.40
600 · Administration			
601 · Administration Labor	75,758.22	161,650.00	-85,891.78
602 · Utilities	1,908.32	6,000.00	-4,091.68
603 · Office Supplies	7,804.51	14,000.00	-6,195.49
604 · Building Maintenance	2,557.81	8,500.00	-5,942.19
605 · Commissioner Labor	9,900.00	23,850.00	-13,950.00
606 · Travel and Meals	1,227.71	2,800.00	-1,572.29
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	8,924.50	16,500.00	-7,575.50
609 · Consultant - Engineering	1,555.50	58,000.00	-56,444.50
612 · Clothing Allowance	500.00	2,000.00	-1,500.00
615 · Employee Insurance Benefit	6,967.46	14,500.00	-7,532.54
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	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	120,809.04	319,000.00	-198,190.96
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	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			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	12,501.73	28,250.00	-15,748.27
853 · IMRF	4,825.74	8,290.00	-3,464.26
854 · Insurance Benefit	5,339.89	11,195.00	-5,855.11
855 · Medicare	2,930.02	6,610.00	-3,679.98
856 · SUIIL	6,813.36	12,100.00	-5,286.64
Total 800 · Payroll Expenses	32,410.74	66,445.00	-34,034.26
Total Expense	406,807.19	1,307,045.00	-900,237.81
Net Income	-217,769.92	37,510.00	-255,279.92