



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 April 21, 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
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. Commissioner Kincade was not able to attend the meeting. 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 at Rand are scheduled for May 2nd and May 3rd. Temperatures are finally high enough to complete inspections.
- 6.3. Project 2022-20 tree planting is complete.



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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. Lucy is going to look into what the cost of an endorsement on full glass replacement for the vehicles would be if added on to auto policy.

8. Attorney James Craney Comments

- 8.1. James Craney was present for the meeting and available to answer any questions. No report this meeting.

9. Commissioners Report:

- 9.1. Commissioner Roberts asked if the District would look into signature stamps for the Commissioners. The stamp would be used in an emergency case basis only. Everyone agreed to discuss it at a later meeting.

10. Approval of Minutes of the previous meeting:

A motion was made by Roberts to approve the minutes for 4/6/23; seconded by Johansen.

Johansen: 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 \$23,491.46; second by Johansen. See attachments.

Johansen: 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. Secretary/Treasurer explained that the balance sheet was not included in the packet by mistake. Commissioner Roberts asked to see the balance sheet before passing a motion. A balance sheet was printed and presented to the Commissioners. The meeting had moved on to the next section of business. Motion died due to lack of motion. Will be presented again at next bi-monthly meeting.

13. Communications

- 13.1. Phillips 66 sent out the invitation for their annual breakfast for community leaders.

14. Old Business

N/A



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15. New Business

- 15.1. Discussion and potential action regarding the continuance of the current BCBS of Illinois healthcare plan for full time employees; Preferred PPO Platinum (BCE)

Motion made by Johansen to pass; seconded by Roberts.

Johansen: aye; Roberts: aye. Motion passed

- 15.2. Discussion and potential action regarding the continuance of the current Delta Dental and Vision plans for full time employees

Motion made by Roberts to pass; seconded by Johansen.

Johansen: aye; Roberts: aye. Motion passed

- 15.3. Discussion and potential action regarding the continuance of offering to pay 50% of dependent coverage for full time employees

Motion made by Johansen table; no second. Dies due to lack of motion.

- 15.4. Discussion and potential action for approval of hiring Garry Sawyer Jr for the position of Maintenance Worker starting May 1, 2023

Motion made by Roberts to pass; seconded by Johansen.

Johansen: 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 Johansen; seconded by Roberts to adjourn.

Johansen: aye; Roberts: aye. Motion carried.

Adjournment at 9:10 a.m.



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Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



21 April 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.
 - Tree planting completed on 10 April 2023.

- **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 has completed hauling rip rap (≈600 Tons)
 - Keller Construction (w/ long reach excavator) will place material on slope.

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

- **PV Solar Design/Install at WRDLD Office (Project 2023-25)**
(TBD)
 - Currently soliciting bids. Potential execution in Q1 FY'24.

- **WRDLD Maintenance Projects**
 - WRDLD's spraying program has begun as weather allows.
 - Mowing will begin sometime mid-May, or as weather allows.



21 April 2023 – Executive Director Report

- **Winter Work Summary**
 - Cut up, hauled away, and burned **155** loads of vegetative debris.
 - Hauled, tailgated and/or spread **140** loads of CA6, CA7 or 2" minus on access roads.
 - Hauled and stockpiled **151** loads of RR3 for Project 2023-23.
 - A total of **1,440.37** tons of aggregate or rip rap hauled in this winter.

- **Pump Stations**
 - East Alton No. 1 **Open. Maintaining elevation 406 – 408 in support of USACE KTR.**
 - 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.
 - WRDL D provided 5 comments on **26 July 2022**.
 - USACE verbally stated that all WRDL D comments will be addressed.
 - Bid Package 8 – Magruder Construction Co.
 - Pump Station and Outfall Structures in progress.
 - Force main work in progress.
 - Bid Package 9
 - Project delayed until at least Q4 FY'23 No work is eligible for WIK until the IDR is approved (Likely Aug/Sept 2023).
 - Canal Road Pump Stations – Magruder Construction Co.
 - Excavation and shoring for the pump station has begun.
 - RW Package 2 – 95% ATR.
 - WRDL D provided 14 comments on **11 April 2022**.
(No response from the USACE)
 - RW Package 3 – BCOES.
 - WRDL D 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.
 - WRDL D 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 is complete.
 - Relief well development and testing ongoing.
 - Relief well abandonment has begun.
 - Relief well outlet works and conversions in progress.
 - Access road building ongoing as wells are converted/abandoned.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of April 13, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - Grassy					
Bill	04/05/2023	6035 ...	05/05/2023		307.36
Total Ameren Illinois - Grassy					307.36
Ameren Illinois - Rand					
Bill	04/13/2023	3111 ...	05/13/2023		4,729.92
Total Ameren Illinois - Rand					4,729.92
AT&T - FirstNet					
Bill	04/03/2023	04082...	05/03/2023		217.13
Total AT&T - FirstNet					217.13
Belle Street Key Service					
Bill	04/12/2023	52459	05/12/2023		99.95
Total Belle Street Key Service					99.95
Hearst Media					
Bill	04/13/2023	80135...	05/13/2023		123.57
Total Hearst Media					123.57
Midwest Occupational Medicine, LTD					
Bill	03/22/2023	343 - ...	04/21/2023		240.00
Total Midwest Occupational Medicine, LTD					240.00
New Frontier Materials LLC					
Bill	04/04/2023	12641...	05/04/2023		1,021.23
Bill	04/06/2023	12642...	05/06/2023		236.50
Bill	04/10/2023	12643...	05/10/2023		196.38
Bill	04/11/2023	12643...	05/11/2023		1,165.15
Total New Frontier Materials LLC					2,619.26
Spectrum Business - Rand					
Bill	04/03/2023	00250...	05/03/2023		194.44
Total Spectrum Business - Rand					194.44
Visa					
Bill	04/13/2023	5583/...	05/13/2023		1,135.69
Bill	04/13/2023	6201/...	05/13/2023		467.39
Total Visa					1,603.08
TOTAL					10,134.71

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

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	04/01/2023	10692	05/01/2023		323.54
Total Ace Tech Computer Services, Inc.					323.54
Ameren Illinois - EA#1					
Bill	04/14/2023	2116 ...	05/14/2023		279.53
Bill	04/14/2023	0312 ...	05/14/2023		2,385.96
Total Ameren Illinois - EA#1					2,665.49
BCBS Heath Insurance					
Bill	05/01/2023	26021...	05/31/2023		4,620.54
Total BCBS Heath Insurance					4,620.54
Bertels Sales and Service					
Bill	04/06/2023	152850	05/06/2023		266.72
Total Bertels Sales and Service					266.72
Craney Winters Law Group, LLC					
Bill	04/03/2023	16840	05/03/2023		300.00
Total Craney Winters Law Group, LLC					300.00
Homefield Energy - Garage					
Bill	04/20/2023	0418 ...	05/20/2023		64.31
Total Homefield Energy - Garage					64.31
New Frontier Materials LLC					
Bill	04/12/2023	12643...	05/12/2023		1,134.79
Bill	04/13/2023	12644...	05/13/2023		1,136.37
Bill	04/14/2023	12644...	05/14/2023		1,186.74
Bill	04/17/2023	12645...	05/17/2023		837.83
Total New Frontier Materials LLC					4,295.73
Part Stop, Inc.					
Bill	04/05/2023	492075	05/05/2023		94.72
Total Part Stop, Inc.					94.72
Piasa Motor Fuels, LLC					
Bill	04/12/2023	264872	05/12/2023		725.70
Total Piasa Motor Fuels, LLC					725.70
TOTAL					13,356.75

Wood River Drainage & Levee District
Balance Sheet
 As of April 21, 2023

	Apr 21, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	29.04
102.7 · Business Share-1st Mid Credit U	17.37
103.1 · Maint Checking *3552 - MadCo	3,211.11
103.2 · Maint MMDA *0784 - MadCo	704,258.05
103.3 · Rand Checking *5598 - MadCo	4,148.50
103.4 · Rand MMDA *3593 - MadCo	210,677.36
103.5 · EA #1 MMDA *7528 - MadCo	221,016.06
Total Checking/Savings	1,143,357.49
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	252,237.67
112.35 · Rand CD #1 - Bank of MadCo	252,237.67
112.36 · Rand CD #2 - Bank of MadCo	252,237.67
112.37 · Maint. CD #3 - CDAR 3271	252,866.17
112.38 · Maint CD #4 - CDAR 3298	252,866.16
Total 112 · Investments CD	1,502,445.34
Total Other Current Assets	1,502,963.34
Total Current Assets	2,646,320.83
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	4,993,459.20
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · Accounts Payable	(4,620.54)
Total Accounts Payable	(4,620.54)
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
230.07 · State Withholding IL	708.75
230.08 · IMRF	
230.081 · Company	539.79
230.082 · Employee	1,617.56
Total 230.08 · IMRF	2,157.35
230.09 · Insurance Withholding	
230.091 · Health Insurance	78.12

Wood River Drainage & Levee District
Balance Sheet
As of April 21, 2023

	<u>Apr 21, 23</u>
Total 230.09 · Insurance Withholding	78.12
230.10 · State Unemployment IL	795.90
230.11 · Retirement	
230.111 · Nationwide	20.00
Total 230.11 · Retirement	20.00
230.15 · Child Support	400.00
Total 230 · Payroll Liabilities	4,173.64
Total Other Current Liabilities	4,173.64
Total Current Liabilities	(446.90)
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	6,341,539.48
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(233,542.21)
Total Equity	(1,348,080.28)
TOTAL LIABILITIES & EQUITY	<u>4,993,459.20</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	115,693.13	940,000.00	-824,306.87
301 · Interest Earned			
301.2 · Maint Interest Earned	17,288.63	39,000.00	-21,711.37
301.3 · Pump Interest Earned	2,120.34	3,000.00	-879.66
301.4 · Rand Interest Earned	7,466.57	17,000.00	-9,533.43
Total 301 · Interest Earned	26,875.54	59,000.00	-32,124.46
306 · Miscellaneous	2,703.35	5,000.00	-2,296.65
307 · MadCo ARPA Funding	0.00	50,000.00	-50,000.00
309 · Easement & Inspection Fee	5,350.00	10,000.00	-4,650.00
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	1,117.92	135.00	982.92
315 · Lease	1,920.00	1,920.00	0.00
Total Income	277,003.11	1,344,555.00	-1,067,551.89
Gross Profit	277,003.11	1,344,555.00	-1,067,551.89
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	9,849.11	20,000.00	-10,150.89
403 · East Alton No. 1 Maint/Repairs	342.32	1,000.00	-657.68
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	1,971.09	7,000.00	-5,028.91
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	49,599.00	88,000.00	-38,401.00
422 · Rand Ave Utilities	34,700.51	63,000.00	-28,299.49
423 · Rand Ave Maint/Repairs	3,634.58	8,000.00	-4,365.42
424 · Rand Ave Repair	0.00	0.00	0.00
428 · Rand Ave. Management Labor	9,931.42	20,000.00	-10,068.58
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	1,347.39	3,100.00	-1,752.61
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	2,170.87	5,000.00	-2,829.13
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	882.98	2,500.00	-1,617.02
493 · Grassy Lake Repairs/Maintenance	0.00	500.00	-500.00
494 · Hawthorne No. 2 Utilities	252.08	1,000.00	-747.92
495 · Hawthorne No. 2 Repairs/Maint	0.00	500.00	-500.00
496 · Virginia St Utilities	341.74	1,000.00	-658.26
497 · Virginia St Repairs/Maintenance	0.00	500.00	-500.00
498 · Lakeside Utilities	373.89	1,000.00	-626.11
499 · Lakeside Repairs/Maintenance	0.00	500.00	-500.00
Total 400 · Pump Operations	115,694.98	227,600.00	-111,905.02
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	6,569.78	20,000.00	-13,430.22
551 · Maintenance Labor	77,987.68	140,000.00	-62,012.32
552 · Utilities	4,275.01	9,000.00	-4,724.99

Wood River Drainage & Levee District Revenue & Expense Budget vs. Actual

04/20/23

Cash Basis

October 2022 through September 2023

	Oct '22 - Sep 23	Budget	\$ Over Budget
553 · Building Maint & Supplies	6,510.52	16,000.00	-9,489.48
554 · Fuel (Gasoline)	7,342.41	16,000.00	-8,657.59
555 · Fuel (Diesel)	3,835.22	13,000.00	-9,164.78
556 · Tractor Maint. / Repair	0.00	0.00	0.00
557 · Vehicle Maint. / Repair	1,722.60	10,000.00	-8,277.40
558 · Equipment Maint. / Repair	12,225.82	20,000.00	-7,774.18
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	4,938.97	7,500.00	-2,561.03
569 · Employee Insurance Benefit	18,859.12	28,000.00	-9,140.88
570 · Insurance	0.00	64,000.00	-64,000.00
573 · Training	900.00	1,000.00	-100.00
576 · Safety	85.77	1,000.00	-914.23
Total 500 · Maintenance Operations	147,814.13	357,000.00	-209,185.87
600 · Administration			
601 · Administration Labor	93,049.47	161,650.00	-68,600.53
602 · Utilities	2,448.82	6,000.00	-3,551.18
603 · Office Supplies	8,659.63	14,000.00	-5,340.37
604 · Building Maintenance	3,300.76	8,500.00	-5,199.24
605 · Commissioner Labor	12,300.00	23,850.00	-11,550.00
606 · Travel and Meals	1,489.72	2,800.00	-1,310.28
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	9,224.50	16,500.00	-7,275.50
609 · Consultant - Engineering	1,765.50	58,000.00	-56,234.50
612 · Clothing Allowance	500.00	2,000.00	-1,500.00
615 · Employee Insurance Benefit	9,197.02	14,500.00	-5,302.98
616 · Employmnt & Other Medical	475.00	1,000.00	-525.00
618 · Bonds	2,100.00	2,300.00	-200.00
620 · Marketing - Publications	666.67	1,000.00	-333.33
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	1,826.91	1,850.00	-23.09
Total 600 · Administration	147,004.00	319,000.00	-171,996.00
700 · Capital Projects			
701 · Capital Improvements	2,800.00	60,000.00	-57,200.00
705 · USACE Testing/Inspection	27,459.12	113,000.00	-85,540.88
710 · Reconstructions/Repairs	34,551.19	164,000.00	-129,448.81
Total 700 · Capital Projects	64,810.31	337,000.00	-272,189.69
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	15,365.41	28,250.00	-12,884.59
853 · IMRF	5,506.66	8,290.00	-2,783.34
854 · Insurance Benefit	7,277.42	11,195.00	-3,917.58
855 · Medicare	3,599.75	6,610.00	-3,010.25
856 · SUIIL	8,093.20	12,100.00	-4,006.80
Total 800 · Payroll Expenses	39,842.44	66,445.00	-26,602.56
Total Expense	515,165.86	1,307,045.00	-791,879.14
Net Income	-238,162.75	37,510.00	-275,672.75