



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 May 19, 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
Jeff Luken	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. 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. Project 2021-06, no movement from P66. The river is still too high.
- 6.3. ARPA Project 2023-24, we received Statement of Qualifications from 4 qualified firms. Hoping to have made a collective decision by the next bi-monthly meeting on 6/2/23.
- 6.4. Maintenance has officially started mowing for the 2023 season.

7. Luken Insurance Agency Comments

- 7.1. Jeff Luken was present for the meeting and available to answer any questions.
- 7.2. Removed the 2018 bush hog and added the Godwin Dri-Prime Pump to the Auto-Owners policy. Also made requested changes to drivers list.



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8. Attorney James Craney Comments

8.1. James Craney was not present for the meeting.

9. Commissioners Report:

N/A

10. Approval of Minutes of the previous meeting:

A motion was made by Roberts to approve the minutes for 5/5/23; 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 \$9,032.71; 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. Motion made by Roberts to pass; seconded by Johansen.

Johansen: aye; Roberts: aye. Motion passed

13. Communications

N/A

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



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19. Adjournment

Motion made by Johansen; seconded by Roberts to adjourn.

Johansen: aye; Roberts: aye. Motion carried.

Adjournment at 8:50 a.m.

Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



19 May 2023 – Executive Director Report

- **Gravity Drains Inspections (Project 2021-06)**
(ARDL, Inc.)
 - GW-23B & GW-23C – Gravity Drains at RAPS
 - Partially completed the week of 01 May.
 - The 36-inch pipe that originally exited GW-23 was “abandoned” in the late 70’s or early 80’s by the refinery. It turns out this pipe was only partially abandoned. While attempting to dewater this pipe, water was seeping back from the river. More discussions necessary on this issue.
 - 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) scheduled to begin in June.
- **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...
- **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)
 - Four SOQ’s were received by qualified firms. WRDLD will evaluate over the next couple of weeks and select a consultant on or about 02 June 2023.
- **PV Solar Design/Install at WRDLD Office (Project 2023-25)**
(TBD)
 - Currently reviewing proposals.
- **WRDLD Maintenance Projects**
 - Mowing of the levees is scheduled to begin 10 May 2023.
 - Cycle 1 = 10 May 2023 – TBD
 - Spraying program is ongoing and continuous.



19 May 2023 – Executive Director Report

• 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.
 - 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 nearing completion.
 - Force main work complete (not tested).
 - Electrical rough-in set to begin soon.
 - Relief well collector ditch has begun.
 - 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.
 - Shoring for CR#2 is complete.
 - Dewatering ongoing and continuous.
 - 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.
 - USACE responded on 20 April 2023, stating that they find all the deficiencies noted by the WRDLD to be acceptable.
 - WRDLD responded 03 May 2023, with citations from USACE regulations and specifications that refute their stance.
 - Mel Price RW Package 2 – BCI Construction, USA, Inc.
 - Relief well drilling, development, and testing is complete.
 - Relief well outlet works and conversions in progress.
 - Piezometer drilling/installation nearly complete.
 - Access road building ongoing.
 - Relief well collector ditch set to begin within the next couple of weeks.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of May 11, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	05/01/2023	10746	05/31/2023		310.00
Total Ace Tech Computer Services, Inc.					310.00
Ameren Illinois - EA#2					
Bill	05/05/2023	7026 ...	06/04/2023		293.00
Total Ameren Illinois - EA#2					293.00
Ameren Illinois - Grassy					
Bill	05/04/2023	6035 ...	06/03/2023		74.55
Total Ameren Illinois - Grassy					74.55
Ameren Illinois - Lakeside					
Bill	05/04/2023	2652 ...	06/03/2023		56.30
Total Ameren Illinois - Lakeside					56.30
Dugan Tool & Die, Inc					
Bill	05/04/2023	6159993	06/03/2023		400.00
Total Dugan Tool & Die, Inc					400.00
Hearst Media					
Bill	05/01/2023	80135...	05/31/2023		123.57
Total Hearst Media					123.57
Midwest Sanitary Services, Inc					
Bill	04/29/2023	20231...	05/29/2023		69.00
Total Midwest Sanitary Services, Inc					69.00
New Frontier Materials LLC					
Bill	05/03/2023	12650...	06/02/2023		40.95
Bill	05/08/2023	12652...	06/07/2023		681.98
Total New Frontier Materials LLC					722.93
Rob's Discount Muffler					
Bill	05/03/2023	88255	06/02/2023		249.20
Total Rob's Discount Muffler					249.20
Spectrum Business - Rand					
Bill	05/03/2023	00250...	06/02/2023		194.44
Total Spectrum Business - Rand					194.44
The Telegraph					
Bill	05/11/2023	35041...	06/10/2023		119.60
Total The Telegraph					119.60
Waltco Tool's & Equipment					
Bill	04/24/2023	571527	05/24/2023		49.42
Bill	05/02/2023	572084	06/01/2023		59.93
Total Waltco Tool's & Equipment					109.35
TOTAL					2,721.94

Wood River Drainage & Levee District
Unpaid Bills Detail
As of May 31, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - EA#1					
Bill	05/15/2023	2116 ...	06/14/2023		255.70
Bill	05/18/2023	0312 ...	06/17/2023		3,407.72
Total Ameren Illinois - EA#1					3,663.42
AT&T - FirstNet					
Bill	05/03/2023	05082...	06/02/2023		216.96
Total AT&T - FirstNet					216.96
Auto-Owners Insurance					
Bill	05/12/2023	01772...	06/11/2023		32.00
Total Auto-Owners Insurance					32.00
Craney Winters Law Group, LLC					
Bill	05/01/2023	16969	05/31/2023		210.00
Total Craney Winters Law Group, LLC					210.00
Midwest Occupational Medicine, LTD					
Bill	05/01/2023	36072...	05/31/2023		109.00
Total Midwest Occupational Medicine, LTD					109.00
New Frontier Materials LLC					
Bill	05/12/2023	12653...	06/11/2023		216.95
Total New Frontier Materials LLC					216.95
Part Stop, Inc.					
Bill	05/02/2023	493722	06/01/2023		40.80
Total Part Stop, Inc.					40.80
Piasa Motor Fuels, LLC					
Bill	05/10/2023	265190	06/09/2023		991.76
Bill	05/10/2023	265191	06/09/2023		548.86
Total Piasa Motor Fuels, LLC					1,540.62
Wood River Glass Co.					
Bill	05/11/2023	155082	06/10/2023		281.02
Total Wood River Glass Co.					281.02
TOTAL					6,310.77

Wood River Drainage & Levee District
Balance Sheet
 As of May 19, 2023

	May 19, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	19.31
102.7 · Business Share-1st Mid Credit U	17.37
103.1 · Maint Checking *3552 - MadCo	5,667.34
103.2 · Maint MMDA *0784 - MadCo	655,501.36
103.3 · Rand Checking *5598 - MadCo	2,715.61
103.4 · Rand MMDA *3593 - MadCo	257,880.27
103.5 · EA #1 MMDA *7528 - MadCo	221,399.00
Total Checking/Savings	1,143,200.26
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	2,646,163.60
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	4,993,301.97
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
230.09 · Insurance Withholding	
230.091 · Health Insurance	132.64
Total 230.09 · Insurance Withholding	132.64
230.10 · State Unemployment IL	1,685.65
Total 230 · Payroll Liabilities	2,410.11

Wood River Drainage & Levee District
Balance Sheet
As of May 19, 2023

	<u>May 19, 23</u>
Total Other Current Liabilities	2,410.11
Total Current Liabilities	2,410.11
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	6,344,396.49
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(236,556.45)
Total Equity	(1,351,094.52)
TOTAL LIABILITIES & EQUITY	<u>4,993,301.97</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	18,531.94	39,000.00	-20,468.06
301.3 · Pump Interest Earned	2,503.28	3,000.00	-496.72
301.4 · Rand Interest Earned	7,843.07	17,000.00	-9,156.93
Total 301 · Interest Earned	28,878.29	59,000.00	-30,121.71
306 · Miscellaneous	3,784.70	5,000.00	-1,215.30
307 · MadCo ARPA Funding	0.00	50,000.00	-50,000.00
309 · Easement & Inspection Fee	7,850.00	10,000.00	-2,150.00
310 · Phillips 66	181,169.58	254,000.00	-72,830.42
312 · F.E.M.A.	0.00	0.00	0.00
313 · Sale of Fixed Assets	24,500.00	24,500.00	0.00
314 · Refunds	1,600.87	135.00	1,465.87
315 · Lease	1,920.00	1,920.00	0.00
Total Income	365,396.57	1,344,555.00	-979,158.43
Gross Profit	365,396.57	1,344,555.00	-979,158.43
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	13,512.53	20,000.00	-6,487.47
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	2,213.18	7,000.00	-4,786.82
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	56,151.00	88,000.00	-31,849.00
422 · Rand Ave Utilities	39,452.90	63,000.00	-23,547.10
423 · Rand Ave Maint/Repairs	3,644.11	8,000.00	-4,355.89
424 · Rand Ave Repair	0.00	0.00	0.00
428 · Rand Ave. Management Labor	10,405.72	20,000.00	-9,594.28
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	1,561.71	3,100.00	-1,538.29
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	2,463.87	5,000.00	-2,536.13
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	957.53	2,500.00	-1,542.47
493 · Grassy Lake Repairs/Maintenance	0.00	500.00	-500.00
494 · Hawthorne No. 2 Utilities	280.01	1,000.00	-719.99
495 · Hawthorne No. 2 Repairs/Maint	0.00	500.00	-500.00
496 · Virginia St Utilities	395.06	1,000.00	-604.94
497 · Virginia St Repairs/Maintenance	0.00	500.00	-500.00
498 · Lakeside Utilities	430.19	1,000.00	-569.81
499 · Lakeside Repairs/Maintenance	0.00	500.00	-500.00
Total 400 · Pump Operations	132,108.13	227,600.00	-95,491.87
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	7,385.78	20,000.00	-12,614.22
551 · Maintenance Labor	89,930.78	140,000.00	-50,069.22
552 · Utilities	4,646.46	9,000.00	-4,353.54

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	6,693.84	16,000.00	-9,306.16
554 · Fuel (Gasoline)	8,334.17	16,000.00	-7,665.83
555 · Fuel (Diesel)	4,384.08	13,000.00	-8,615.92
556 · Tractor Maint. / Repair	0.00	0.00	0.00
557 · Vehicle Maint. / Repair	2,673.97	10,000.00	-7,326.03
558 · Equipment Maint. / Repair	12,274.61	20,000.00	-7,725.39
559 · Vegetation Removal	6,017.09	10,000.00	-3,982.91
560 · Clothing Allowance	781.23	1,500.00	-718.77
561 · Aggregate and Rip Rap	5,878.85	7,500.00	-1,621.15
569 · Employee Insurance Benefit	18,972.63	28,000.00	-9,027.37
570 · Insurance	32.00	64,000.00	-63,968.00
573 · Training	900.00	1,000.00	-100.00
576 · Safety	85.77	1,000.00	-914.23
Total 500 · Maintenance Operations	168,991.26	357,000.00	-188,008.74
600 · Administration			
601 · Administration Labor	106,060.51	161,650.00	-55,589.49
602 · Utilities	2,773.31	6,000.00	-3,226.69
603 · Office Supplies	9,543.12	14,000.00	-4,456.88
604 · Building Maintenance	3,880.76	8,500.00	-4,619.24
605 · Commissioner Labor	14,100.00	23,850.00	-9,750.00
606 · Travel and Meals	1,743.07	2,800.00	-1,056.93
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	9,434.50	16,500.00	-7,065.50
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	9,286.33	14,500.00	-5,213.67
616 · Employmnt & Other Medical	584.00	1,000.00	-416.00
618 · Bonds	2,100.00	2,300.00	-200.00
620 · Marketing - Publications	790.24	1,000.00	-209.76
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	1,826.91	1,850.00	-23.09
Total 600 · Administration	164,388.25	319,000.00	-154,611.75
700 · Capital Projects			
701 · Capital Improvements	27,300.00	60,000.00	-32,700.00
705 · USACE Testing/Inspection	27,459.12	113,000.00	-85,540.88
710 · Reconstructions/Repairs	38,551.92	164,000.00	-125,448.08
Total 700 · Capital Projects	93,311.04	337,000.00	-243,688.96
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	17,457.86	28,250.00	-10,792.14
853 · IMRF	6,087.70	8,290.00	-2,202.30
854 · Insurance Benefit	6,536.72	11,195.00	-4,658.28
855 · Medicare	4,089.11	6,610.00	-2,520.89
856 · SUIIL	8,982.95	12,100.00	-3,117.05
Total 800 · Payroll Expenses	43,154.34	66,445.00	-23,290.66
Total Expense	601,953.02	1,307,045.00	-705,091.98
Net Income	-236,556.45	37,510.00	-274,066.45