



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 June 23, 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
Tony 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
Lucy Dehner	Agent	The Luken Agency

3. Call to Order

The meeting was called to order at 8:30 am by Commissioner Johansen. Commissioner Roberts was not present for 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.

7. Luken Insurance Agency Comments

- 7.1. Lucy Dehner was present for the meeting and available to answer any questions.
- 7.2. The WRDLD insurance package cost for 2023 – 2024 has increased by 9.8%. This is due to rate increases and claims.
- 7.3. Luken is still in the process of shopping the work comp insurance, no new quotes currently.

8. Attorney James Craney Comments

8.1. James Craney was unable to attend the meeting.



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9. Commissioners Report:

N/A

10. Approval of Minutes of the previous meeting:

A motion was made by Roberts to approve the minutes for 6/9/23; seconded by Kincade.

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 \$32,733.60; 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 pass; seconded by Johansen.

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

13. Communications

N/A

14. Old Business

- 14.1. Discussion and potential action regarding selection of an engineering consultant for Project 2023-24

Motion made by Johansen to table; seconded by Roberts

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

15. New Business

- 15.1. Discussion and potential action regarding investing \$250,000.00 into a new CD at Bank of Madison County for 12 months at 4.5% APY

Motion was made by Kincade to pass; seconded by Roberts

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

16. Executive Session

A motion was made by Johansen at 9:00 a.m. to enter Executive Session; seconded by Roberts

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



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17. Return to open session/roll call:

Returned to open session at 9:02 a.m. due to lack of quorum. Commissioners, Kincade and Roberts, left the building prior to the start of the Executive Session.

18. Commissioners/Employee Comments:

N/A

19. Adjournment

Meeting closed without a motion; Commissioner Johansen was only commissioner in the building.

Adjournment at 9:02 a.m.

Charles Johansen, President

Nathan Kincade, Vice President

Anthony Roberts, Commissioner



23 June 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)
 - Project Complete.
- **Relief Well Testing / Inspection (Project 2022-07)**
(ARDL, Inc.)
 - FY’23 Scope (19 Relief Wells in UWR). **Q3/Q4 FY’23.**
- **EA1 Pump Station Pump No. 2 Rebuild (Project 2022-09)**
(The Pump Shop at Missouri Machinery & Engineering, Co.)
 - Pump will be removed the week of 14 August 2023.
- **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 Q4 FY’23.
- **Lakeside Pump Station Impoundment (Project 2022-19)**
(ARDL, Inc.)
 - Reshaping/grading ditch that comes into Lakeside P.S. Cleans up decades of neglect.
 - Work will be completed under current easement(s). Q4 FY’23.
- **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. **Q4 FY’23.**
- **ARPA Engineering Design and Construction Phase Services (Project 2023-24)**
(TBD)
 - Four SOQ’s were received by qualified firms. WRDLD still evaluating proposals.
- **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.



23 June 2023 – Executive Director Report

• Pump Stations

- East Alton No. 1 Closed. Passively maintaining elevation 405 with stop logs.
- 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).
 - Relief well collector ditch in progress.
 - Electrical work delayed. Supply chain issues.
 - 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.
 - Pump Station intake structure in progress.
 - 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.
 - WRDLD has heard second hand that the USACE plans to correct some, or all of the deficiencies noted by the WRDLD.
 - Mel Price RW Package 2 – BCI Construction, USA, Inc.
 - Relief well drilling, development, and testing is complete.
 - Piezometer drilling/installation nearly complete. Pending automation.
 - Relief well outlet works and conversions in progress.
 - Relief well collector ditch work in progress.
 - Access road building ongoing.

Wood River Drainage & Levee District
Unpaid Bills Detail
As of June 15, 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	06/01/2023	10799	07/01/2023		310.00
Total Ace Tech Computer Services, Inc.					310.00
AT&T - FirstNet					
Bill	06/02/2023	06082...	07/02/2023		216.96
Total AT&T - FirstNet					216.96
D & D Tire					
Bill	06/02/2023	14593	07/02/2023		627.26
Total D & D Tire					627.26
Piasa Motor Fuels, LLC					
Bill	06/08/2023	265518	07/08/2023		934.49
Bill	06/08/2023	265519	07/08/2023		570.96
Total Piasa Motor Fuels, LLC					1,505.45
TOTAL					2,659.67

Wood River Drainage & Levee District
Unpaid Bills Detail
As of June 23, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Allen, Michael A					
Bill	06/21/2023	clothin...	07/21/2023		168.14
Total Allen, Michael A					168.14
Ameren Illinois - EA#1					
Bill	06/15/2023	2116 J...	07/15/2023		295.63
Bill	06/15/2023	0312 J...	07/15/2023		2,577.08
Total Ameren Illinois - EA#1					2,872.71
ARDL, INC.					
Bill	05/08/2023	WOR...	06/07/2023	16	20,966.34
Total ARDL, INC.					20,966.34
Collins & Hermann Infrastructure Solutions					
Bill	06/21/2023	90565	07/21/2023		3,100.00
Total Collins & Hermann Infrastructure Solutions					3,100.00
Craney Winters Law Group, LLC					
Bill	06/01/2023	17102	07/01/2023		120.00
Total Craney Winters Law Group, LLC					120.00
Drake Tire & Auto Service, LLC					
Bill	06/15/2023	0026687	07/15/2023		92.90
Total Drake Tire & Auto Service, LLC					92.90
Keller Construction, Inc					
Bill	06/16/2023	20230...	07/16/2023		320.72
Total Keller Construction, Inc					320.72
Mascoutah Equipment Co., Inc.					
Bill	06/19/2023	C83908	07/19/2023		1,708.96
Total Mascoutah Equipment Co., Inc.					1,708.96
New Frontier Materials LLC					
Bill	06/05/2023	12660...	07/05/2023		482.66
Total New Frontier Materials LLC					482.66
O'Reilly Auto Parts					
Bill	06/12/2023	3893-...	07/12/2023		25.85
Total O'Reilly Auto Parts					25.85
Spectrum Business - Rand					
Bill	06/03/2023	00250...	07/03/2023		194.44
Total Spectrum Business - Rand					194.44
Waltco Tool's & Equipment					
Bill	06/08/2023	574864	07/08/2023		21.21
Total Waltco Tool's & Equipment					21.21
TOTAL					30,073.93

Wood River Drainage & Levee District

Balance Sheet

As of June 22, 2023

	Jun 22, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	44.22
102.7 · Business Share-1st Mid Credit U	17.37
103.1 · Maint Checking *3552 - MadCo	17,681.63
103.2 · Maint MMDA *0784 - MadCo	528,915.37
103.3 · Rand Checking *5598 - MadCo	3,776.00
103.4 · Rand MMDA *3593 - MadCo	249,910.06
103.5 · EA #1 MMDA *7528 - MadCo	221,849.38
Total Checking/Savings	1,022,194.03
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	2,525,157.37
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	4,872,295.74
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	601.75
230.082 · Employee	1,759.11
Total 230.08 · IMRF	2,360.86
230.09 · Insurance Withholding	
230.091 · Health Insurance	132.64
Total 230.09 · Insurance Withholding	132.64
230.10 · State Unemployment IL	2,639.97
230.12 · Union Dues	201.96

Wood River Drainage & Levee District
Balance Sheet
As of June 22, 2023

	Jun 22, 23
Total 230 · Payroll Liabilities	5,348.95
Total Other Current Liabilities	5,348.95
Total Current Liabilities	5,348.95
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	6,347,335.33
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(360,501.52)
Total Equity	(1,475,039.59)
TOTAL LIABILITIES & EQUITY	4,872,295.74

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	123,747.30	940,000.00	-816,252.70
301 · Interest Earned			
301.2 · Maint Interest Earned	19,891.78	39,000.00	-19,108.22
301.3 · Pump Interest Earned	2,953.66	3,000.00	-46.34
301.4 · Rand Interest Earned	8,355.04	17,000.00	-8,644.96
Total 301 · Interest Earned	31,200.48	59,000.00	-27,799.52
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	8,350.00	10,000.00	-1,650.00
310 · Phillips 66	185,687.40	254,000.00	-68,312.60
312 · F.E.M.A.	0.00	0.00	0.00
313 · Sale of Fixed Assets	24,500.00	28,000.00	-3,500.00
314 · Refunds	2,550.56	2,500.00	50.56
315 · Lease	1,920.00	1,920.00	0.00
Total Income	381,740.44	1,350,420.00	-968,679.56
Gross Profit	381,740.44	1,350,420.00	-968,679.56
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	16,403.24	20,000.00	-3,596.76
403 · East Alton No. 1 Maint/Repairs	342.32	400.00	-57.68
404 · East Alton No. 1 Repairs	0.00	0.00	0.00
411 · Wood River Labor	0.00	1,500.00	-1,500.00
412 · Wood River Utilities	2,213.18	7,000.00	-4,786.82
413 · Wood River Maint/Repairs	3,398.00	3,700.00	-302.00
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	63,073.50	88,000.00	-24,926.50
422 · Rand Ave Utilities	43,938.42	63,000.00	-19,061.58
423 · Rand Ave Maint/Repairs	3,861.02	8,000.00	-4,138.98
424 · Rand Ave Repair	0.00	0.00	0.00
428 · Rand Ave. Management Labor	10,405.72	21,000.00	-10,594.28
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	1,776.15	3,100.00	-1,323.85
433 · Hawthorne No. 1 Maint/Repairs	0.00	300.00	-300.00
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	2,761.51	5,000.00	-2,238.49
443 · East Alton No. 2 Maint/Repairs	0.00	300.00	-300.00
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	1,021.07	2,500.00	-1,478.93
493 · Grassy Lake Repairs/Maintenance	0.00	300.00	-300.00
494 · Hawthorne No. 2 Utilities	322.44	1,000.00	-677.56
495 · Hawthorne No. 2 Repairs/Maint	0.00	300.00	-300.00
496 · Virginia St Utilities	448.09	1,000.00	-551.91
497 · Virginia St Repairs/Maintenance	0.00	300.00	-300.00
498 · Lakeside Utilities	487.96	1,000.00	-512.04
499 · Lakeside Repairs/Maintenance	0.00	300.00	-300.00
Total 400 · Pump Operations	150,452.62	228,000.00	-77,547.38
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	9,969.78	21,000.00	-11,030.22
551 · Maintenance Labor	103,300.38	156,000.00	-52,699.62
552 · Utilities	5,042.57	9,000.00	-3,957.43

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	9,816.67	16,000.00	-6,183.33
554 · Fuel (Gasoline)	9,941.44	16,000.00	-6,058.56
555 · Fuel (Diesel)	4,955.04	13,000.00	-8,044.96
556 · Tractor Maint. / Repair	0.00	0.00	0.00
557 · Vehicle Maint. / Repair	5,152.42	10,000.00	-4,847.58
558 · Equipment Maint. / Repair	15,740.31	20,000.00	-4,259.69
559 · Vegetation Removal	6,017.09	8,000.00	-1,982.91
560 · Clothing Allowance	949.37	2,000.00	-1,050.63
561 · Aggregate and Rip Rap	6,573.45	9,000.00	-2,426.55
569 · Employee Insurance Benefit	22,219.96	31,000.00	-8,780.04
570 · Insurance	108.80	68,000.00	-67,891.20
573 · Training	928.00	1,000.00	-72.00
576 · Safety	585.77	1,000.00	-414.23
Total 500 · Maintenance Operations	201,301.05	381,000.00	-179,698.95
600 · Administration			
601 · Administration Labor	119,071.55	164,000.00	-44,928.45
602 · Utilities	3,112.39	6,000.00	-2,887.61
603 · Office Supplies	10,625.94	15,000.00	-4,374.06
604 · Building Maintenance	4,930.16	8,500.00	-3,569.84
605 · Commissioner Labor	15,840.00	23,850.00	-8,010.00
606 · Travel and Meals	1,948.23	2,800.00	-851.77
607 · Consultant - Accounting	0.00	5,050.00	-5,050.00
608 · Consultant - Attorney	9,554.50	16,500.00	-6,945.50
609 · Consultant - Engineering	2,343.45	58,000.00	-55,656.55
612 · Clothing Allowance	976.00	2,000.00	-1,024.00
615 · Employee Insurance Benefit	10,510.94	14,500.00	-3,989.06
616 · Employment & Other Medical	584.00	1,000.00	-416.00
618 · Bonds	2,100.00	2,300.00	-200.00
620 · Marketing - Publications	790.24	1,650.00	-859.76
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	1,826.91	1,850.00	-23.09
Total 600 · Administration	184,214.31	323,000.00	-138,785.69
700 · Capital Projects			
701 · Capital Improvements	70,799.00	73,000.00	-2,201.00
705 · USACE Testing/Inspection	48,425.46	110,250.00	-61,824.54
710 · Reconstructions/Repairs	38,551.92	129,400.00	-90,848.08
Total 700 · Capital Projects	157,776.38	312,650.00	-154,873.62
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	19,737.14	29,470.00	-9,732.86
853 · IMRF	6,604.44	8,780.00	-2,175.56
854 · Insurance Benefit	7,596.55	11,210.00	-3,613.45
855 · Medicare	4,622.20	6,890.00	-2,267.80
856 · SUIIL	9,937.27	13,000.00	-3,062.73
Total 800 · Payroll Expenses	48,497.60	69,350.00	-20,852.40
Total Expense	742,241.96	1,314,000.00	-571,758.04
Net Income	-360,501.52	36,420.00	-396,921.52