



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 July 07, 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
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
Ethan Thompson	Civil Engineer	WSP E&IS

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. WSP E&IS Comments

6.1. Ethan Thompson provided his project update based on notes received prior to the meeting. See attachment.

7. Executive Director Comments

7.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
 7.2. Maintenance has completed their 1st round of mowing. Will take a 10-day break to work on other projects before starting 2nd round.



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8. Luken Insurance Agency Comments

8.1. Luken Insurance Agency was unable to attend the meeting.

9. Attorney James Craney Comments

9.1. James Craney was unable to attend the meeting.

10. Commissioners Report:

N/A

11. Approval of Minutes of the previous meeting:

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

Johansen: aye; Kincade: 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 \$20,300.21; second by Kincade. See attachments.

Johansen: aye; Kincade: 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 Kincade to pass; seconded by Johansen.

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

14. Communications

N/A

15. Old Business

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

Motion made by Johansen to award Donohue & Associates as consultant for Project 2023-24; seconded by Roberts

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

16. New Business

16.1. Discussion and potential action regarding investing \$150,000.00 from the Rand MMDA account into a new CD at Bank of Madison County for 3 months at 4.6% APY

Motion was made by Kincade to pass; seconded by Johansen



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

- 16.2. Discussion and potential action regarding investing \$100,000.00 from the EA No. 1 MMDA account into a new CD at Bank of Madison County for 3 months at 4.6% APY

Motion was made by Kincade to pass; seconded by Roberts

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

17. Executive Session

A motion was made by Johansen at 8:44 a.m. to enter Executive Session; seconded by Kncade

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

18. Return to open session/roll call:

A motion was made in executive session to resume open session at 8:59 a.m.

19. Commissioners/Employee Comments:

N/A

20. Adjournment

Motion was made by Kincade; seconded by Johansen to adjourn

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

Adjournment at 9:00 a.m.

Charles Johansen, President

Nathan Kincade, Vice President



WOOD RIVER DRAINAGE AND LEVEE DISTRICT
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WOOD RIVER, ILLINOIS 62095

Anthony Roberts, Commissioner



Date/Time: July 07, 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.
- **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.
- **Potential WIK design/construction of Old Channel reconnection.**
- **SMS has completed locate of Hartford FM**
- **Offers made for non-channel areas**

- **LERRDS Crediting**

- Revised WR LERRDS Claim submitted 08/03/2022.

Design

- **Bid Package 09 (Roxana Berm)**

- **Pending updated IDR/PPA.**
- **Design expected to begin end of '23**

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 complete.



07 July 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.
 - Inspection of GW-23 next week (weather dependent).

- **Relief Well Testing / Inspection (Project 2022-07)**
(ARDL, Inc.)
 - FY’23 Scope (19 Relief Wells in UWR). **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.
 - Recommendation submitted today for award.

- **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 – 06 July 2023 (**≈8 Weeks**)
 - Cycle 2 = 17 July 2023 – TBD
 - Spraying program is ongoing and continuous.



07 July 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 (CR#2 only).
 - 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 to make WRDLD punch list corrections.
 - 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 July 1, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Auto-Owners Insurance					
Bill	06/26/2023	01772...	07/26/2023		219.44
Total Auto-Owners Insurance					219.44
BCBS Heath Insurance					
Bill	07/01/2023	26021...	07/31/2023		5,454.57
Total BCBS Heath Insurance					5,454.57
Delta Dental					
Bill	06/28/2023	1697886	07/28/2023		385.40
Total Delta Dental					385.40
PEKIN INSURANCE					
Bill	06/26/2023	VP000...	07/26/2023		52.80
Total PEKIN INSURANCE					52.80
QuickBooks Time					
Bill	06/26/2023	10001...	07/26/2023		118.40
Total QuickBooks Time					118.40
Visa					
Bill	07/01/2023	4991 J...	07/31/2023		2,714.57
Bill	07/01/2023	9708 J...	07/31/2023		3,715.97
Total Visa					6,430.54
Wood River City of					
Bill	06/26/2023	9300 ...	07/26/2023		20.44
Bill	06/26/2023	9400 ...	07/26/2023		45.04
Total Wood River City of					65.48
TOTAL					12,726.63

Wood River Drainage & Levee District
Unpaid Bills Detail
 As of July 6, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - EA#2					
Bill	07/05/2023	7026 J...	08/04/2023		315.98
Total Ameren Illinois - EA#2					315.98
Ameren Illinois - Garage					
Bill	06/30/2023	0418 J...	07/30/2023		118.58
Total Ameren Illinois - Garage					118.58
Ameren Illinois - Grassy					
Bill	07/05/2023	6035 J...	08/04/2023		55.77
Total Ameren Illinois - Grassy					55.77
Ameren Illinois - Haw #1					
Bill	07/03/2023	3024 J...	08/02/2023		137.14
Total Ameren Illinois - Haw #1					137.14
Ameren Illinois - Haw #2					
Bill	07/03/2023	7006 J...	08/02/2023		44.78
Total Ameren Illinois - Haw #2					44.78
Ameren Illinois - Lakeside					
Bill	07/05/2023	2652 J...	08/04/2023		61.38
Total Ameren Illinois - Lakeside					61.38
Ameren Illinois - Office					
Bill	06/30/2023	6335 J...	07/30/2023		216.12
Total Ameren Illinois - Office					216.12
Ameren Illinois - Rand					
Bill	07/03/2023	3111 J...	08/02/2023		5,586.00
Total Ameren Illinois - Rand					5,586.00
Ameren Illinois - Virginia PS					
Bill	07/03/2023	9856 J...	08/02/2023		56.03
Total Ameren Illinois - Virginia PS					56.03
AT&T - FirstNet					
Bill	07/05/2023	07082...	08/04/2023		216.96
Total AT&T - FirstNet					216.96
Bertels Sales and Service					
Bill	06/28/2023	156482	07/28/2023		131.00
Total Bertels Sales and Service					131.00
Hartford, Village of					
Bill	06/30/2023	013 0...	07/30/2023		40.26
Total Hartford, Village of					40.26
Midwest Sanitary Services, Inc					
Bill	07/05/2023	20235...	08/04/2023		69.00
Total Midwest Sanitary Services, Inc					69.00
Spectrum Business - Office					
Bill	06/21/2023	02271...	07/21/2023		117.97
Total Spectrum Business - Office					117.97
Waltco Tool's & Equipment					
Bill	06/27/2023	576394	07/27/2023		370.56

Wood River Drainage & Levee District
Unpaid Bills Detail
As of July 6, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Total Waltco Tool's & Equipment					370.56
Williams Office Products, Inc.					
Bill	06/30/2023	INV02...	07/20/2023		36.05
Total Williams Office Products, Inc.					36.05
TOTAL					<u>7,573.58</u>

Wood River Drainage & Levee District

Balance Sheet

As of July 6, 2023

	Jul 6, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	44.22
102.7 · Business Share-1st Mid Credit U	24.60
103.1 · Maint Checking *3552 - MadCo	22,115.48
103.2 · Maint MMDA *0784 - MadCo	302,062.92
103.3 · Rand Checking *5598 - MadCo	1,598.67
103.4 · Rand MMDA *3593 - MadCo	242,403.03
103.5 · EA #1 MMDA *7528 - MadCo	212,677.91
Total Checking/Savings	780,926.83
Other Current Assets	
110 · Accrued Interest	518.00
112 · Investments CD	
112.33 · Maint. CD #1 - 1st Mid *001	242,515.07
112.34 · Maint. CD #2 -*9326 MadCo	254,545.54
112.35 · Rand CD #1 -*1590 MadCo	254,545.54
112.36 · Rand CD #2 -*1809 MadCo	254,545.54
112.37 · Maint. CD #3 - CDAR 3271	252,866.17
112.38 · Maint CD #4 - CDAR 3298	252,866.16
112.39 · Maint CD #5 - CDAR	250,000.00
Total 112 · Investments CD	1,761,884.02
Total Other Current Assets	1,762,402.02
Total Current Assets	2,543,328.85
Fixed Assets	
120 · Property & Equipment	2,131,007.37
126 · Land	216,131.00
Total Fixed Assets	2,347,138.37
TOTAL ASSETS	4,890,467.22
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
230.10 · State Unemployment IL	18.03
Total 230 · Payroll Liabilities	609.85
Total Other Current Liabilities	609.85
Total Current Liabilities	609.85
Long Term Liabilities	

Wood River Drainage & Levee District
Balance Sheet
As of July 6, 2023

	<u>Jul 6, 23</u>
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	6,342,596.23
Equity	
290 · Open Bal Equity	(2,046,454.37)
299 · Fund Balance	931,916.30
Net Income	(337,590.94)
Total Equity	<u>(1,452,129.01)</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,890,467.22</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	165,853.08	940,000.00	-774,146.92
301 · Interest Earned			
301.2 · Maint Interest Earned	25,763.72	39,000.00	-13,236.28
301.3 · Pump Interest Earned	3,363.93	3,000.00	363.93
301.4 · Rand Interest Earned	13,437.56	17,000.00	-3,562.44
Total 301 · Interest Earned	42,565.21	59,000.00	-16,434.79
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	189,938.22	254,000.00	-64,061.78
312 · F.E.M.A.	0.00	0.00	0.00
313 · Sale of Fixed Assets	32,000.00	28,000.00	4,000.00
314 · Refunds	2,550.56	2,500.00	50.56
315 · Lease	1,920.00	1,920.00	0.00
Total Income	446,961.77	1,350,420.00	-903,458.23
Gross Profit	446,961.77	1,350,420.00	-903,458.23
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	3,607.48	3,700.00	-92.52
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	66,372.25	88,000.00	-21,627.75
422 · Rand Ave Utilities	49,564.68	63,000.00	-13,435.32
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	15,371.43	21,000.00	-5,628.57
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	1,913.29	3,100.00	-1,186.71
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	3,077.49	5,000.00	-1,922.51
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	1,076.84	2,500.00	-1,423.16
493 · Grassy Lake Repairs/Maintenance	0.00	300.00	-300.00
494 · Hawthorne No. 2 Utilities	367.22	1,000.00	-632.78
495 · Hawthorne No. 2 Repairs/Maint	0.00	300.00	-300.00
496 · Virginia St Utilities	504.12	1,000.00	-495.88
497 · Virginia St Repairs/Maintenance	0.00	300.00	-300.00
498 · Lakeside Utilities	549.34	1,000.00	-450.66
499 · Lakeside Repairs/Maintenance	0.00	300.00	-300.00
Total 400 · Pump Operations	165,223.90	228,000.00	-62,776.10
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	11,134.28	21,000.00	-9,865.72
551 · Maintenance Labor	107,283.13	156,000.00	-48,716.87
552 · Utilities	5,442.47	9,000.00	-3,557.53

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	10,713.76	16,000.00	-5,286.24
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	5,396.92	10,000.00	-4,603.08
558 · Equipment Maint. / Repair	16,334.31	20,000.00	-3,665.69
559 · Vegetation Removal	8,159.86	8,000.00	159.86
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	24,980.23	31,000.00	-6,019.77
570 · Insurance	328.24	68,000.00	-67,671.76
573 · Training	928.00	1,000.00	-72.00
576 · Safety	681.79	1,000.00	-318.21
Total 500 · Maintenance Operations	213,802.29	381,000.00	-167,197.71
600 · Administration			
601 · Administration Labor	123,351.76	164,000.00	-40,648.24
602 · Utilities	3,516.60	6,000.00	-2,483.40
603 · Office Supplies	12,412.73	15,000.00	-2,587.27
604 · Building Maintenance	4,930.16	8,500.00	-3,569.84
605 · Commissioner Labor	16,650.00	23,850.00	-7,200.00
606 · Travel and Meals	2,068.37	2,800.00	-731.63
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	1,377.50	2,000.00	-622.50
615 · Employee Insurance Benefit	11,745.37	14,500.00	-2,754.63
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	193,251.59	323,000.00	-129,748.41
700 · Capital Projects			
701 · Capital Improvements	72,768.40	73,000.00	-231.60
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	159,745.78	312,650.00	-152,904.22
800 · Payroll Expenses			
851 · Payroll Tax Adjustments	0.00	0.00	0.00
852 · Social Security	20,885.63	29,470.00	-8,584.37
853 · IMRF	6,863.57	8,780.00	-1,916.43
854 · Insurance Benefit	9,494.62	11,210.00	-1,715.38
855 · Medicare	4,890.76	6,890.00	-1,999.24
856 · SUIIL	10,394.57	13,000.00	-2,605.43
Total 800 · Payroll Expenses	52,529.15	69,350.00	-16,820.85
Total Expense	784,552.71	1,314,000.00	-529,447.29
Net Income	-337,590.94	36,420.00	-374,010.94