



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 October 20, 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	V. P. - Board of Commissioners	Wood River Drainage & Levee District
Nathan Kincade	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
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. Kevin Williams provided update for Mike Allen.

6. Executive Director Comments

- 6.1. Kevin Williams provided his project update based on notes received prior to the meeting. See attachment.
- 6.2. ARPA Project 2023-24 discussions with Madison County to obtain more funds. Phillips 66 will not contribute capital funds to the project.

7. Luken Insurance Agency Comments

7.1. Lucy was present for the meeting and available to answer any questions.



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7.2. Auto-Owners included capital expenditures in audit, and it should only be operating expenditures. We are working with Auto-Owners to get the audit corrected. Do not pay invoice from Auto-Owner's currently.

8. Attorney James Craney Comments

8.1. James Craney was present for the meeting and available for any questions.

9. Commissioners Report:

N/A

10. Approval of Minutes of the previous meeting:

A motion was made by Kincade to approve the minutes for 10/06/23; seconded by Johansen.

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 \$14,093.66; 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

N/A

15. New Business

N/A

16. Executive Session

N/A

17. Return to open session/roll call:

N/A



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18. Commissioners/Employee Comments:

19. Adjournment

Motion was made by Johansen; seconded by Kincade to adjourn.

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

Adjournment at 8:39 a.m.

Charles Johansen, President

Anthony Roberts, Vice President

Nathan Kincade Commissioner



20 October 2023 – Executive Director Report

- **Gravity Drains Inspections (Project 2021-06)**
(ARDL, Inc.)
 - GW-23B & GW-23C – Gravity Drains at RAPS
 - Complete.
 - GWs: 27 – 36 will be completed in Q2 or Q3 FY'24.

- **Relief Well Testing / Inspection (Project 2022-07)**
(ARDL, Inc.)
 - FY'24 Scope (18 Relief Wells in UWR). Q1 FY'24.
 - 0 of 18 Complete. Will be completed the week of 23 October 2023.

- **EA1 Pump Station Pump No. 2 Rebuild (Project 2022-09)**
(The Pump Shop at Missouri Machinery & Engineering, Co.)
 - Pump #2 was removed the week of 14 August 2023.
 - The pump is currently being evaluated for repairs.

- **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.
 - USACE has requested a full engineered design. Project will not occur in FY'23.

- **LWR Sta 23+50 Flood Wall Expansion Joint Repair (Project 2022-13-MOD 01)**
(Keller Construction Inc.)
 - The expansion joint repair completed last fall partially failed due to no fault of the contractor.
 - A minor repair will be completed to re-establish the joint.

- **Rip Rap at IDOT Outlet – LWR 186+00 (Project 2022-17-MOD 01)**
(TBD)
 - Phase I completed in November 2022.
 - Disturbed areas around new RWs installed by the USACE are scouring. Will need to extend the rip rapped area by adding an additional 300T of RR3 Rip Rap.

- **ARPA Engineering Design and Construction Phase Services (Project 2023-24)**
(Donohue & Associates, Inc.)
 - Preliminary Design in progress.
 - Investigating ways to shorten funding gap.

- **2024 Pump Station Crane Inspections (Project 2023-27)**
(Illinois Electric Works)
 - Project is slated for Q2 or Q3 FY'24.

- **Sluice Gate Actuator Replacements at EA1 Pump Station (Project 2023-28)**
(TBD)
 - WRDLD is currently scoping project.

- **WRDLD Maintenance Projects**
 - Mowing of the levees began 10 May 2023.
 - Cycle 1 = 10 May – 06 July (**≈8 Weeks**)
 - Cycle 2 = 14 July – 29 August (**≈7 Weeks**)
 - Cycle 3 = 12 September – 20 October (**≈5 Weeks**)



20 October 2023 – Executive Director Report

- Off-Season Maintenance Program to begin next week.

- **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.
 - Force main work “complete”.
 - USACE has verbally stated they will be testing the force mains.
 - Relief well collector ditch nearing completion.
 - 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.
 - CR#2 – Pump Station structure nearing completion.
 - CR#3 – Excavation for Pump Station has begun but is delayed. (Utility conflicts).
 - RW Package 2 – 95% ATR.
 - WRDLD provided 14 comments on **11 April 2022**.
(No response from the USACE)
 - The USACE is still claiming that reestablishing flow in the Old Wood River Creek through culverts of appropriate size and capacity, that are owned by the WRDLD is a “Betterment”. **FACT:** The old channel of the Wood River Creek was not intended to be part of the Wood River Flood Protection Project. Reference letter dated 17 October 1957 from the USACE Chief of Real Estate.
 - 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.
 - Physical work on punch list is complete.
 - Mel Price RW Package 2 – BCI Construction, USA, Inc.
 - Relief well collector ditch work nearing completion.
 - Final grading of access road and rip rap placement ongoing as reaches are completed.
 - Project slated for completion in mid-November.

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

Type	Date	Num	Due Date	Aging	Open Balance
Ace Tech Computer Services, Inc.					
Bill	10/01/2023	11005	10/31/2023		310.00
Total Ace Tech Computer Services, Inc.					310.00
Alton Equipment & Rental					
Bill	09/22/2023	33639	10/22/2023		47.00
Total Alton Equipment & Rental					47.00
AT&T - FirstNet					
Bill	10/09/2023	10082...	11/08/2023		216.89
Total AT&T - FirstNet					216.89
Craney Winters Law Group, LLC					
Bill	10/03/2023	17602	11/02/2023		360.00
Total Craney Winters Law Group, LLC					360.00
Mascoutah Equipment Co., Inc.					
Bill	10/02/2023	C84927	11/01/2023		720.30
Total Mascoutah Equipment Co., Inc.					720.30
New Frontier Materials LLC					
Bill	10/05/2023	12696...	11/04/2023		89.63
Bill	10/11/2023	12698...	11/10/2023		193.65
Total New Frontier Materials LLC					283.28
TOTAL					1,937.47

Wood River Drainage & Levee District
Unpaid Bills Detail
 As of October 19, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Ameren Illinois - EA#1					
Bill	10/12/2023	2116 ...	11/11/2023		292.43
Bill	10/12/2023	0312 ...	11/11/2023		311.44
Total Ameren Illinois - EA#1					603.87
Brianne N England					
Bill	10/19/2023	clothin...	11/18/2023		228.95
Total Brianne N England					228.95
Donohue & Associates, Inc.					
Bill	10/19/2023	14317...	11/18/2023		9,290.05
Total Donohue & Associates, Inc.					9,290.05
Midwest Occupational Medicine, LTD					
Bill	10/01/2023	46015...	10/31/2023		109.00
Total Midwest Occupational Medicine, LTD					109.00
Piasa Motor Fuels, LLC					
Bill	10/11/2023	266803	11/10/2023		614.12
Bill	10/11/2023	266802	11/10/2023		574.46
Total Piasa Motor Fuels, LLC					1,188.58
Sherwin-Williams					
Bill	10/12/2023	9780-3	11/11/2023		735.74
Total Sherwin-Williams					735.74
TOTAL					12,156.19

Wood River Drainage & Levee District

Balance Sheet

As of October 20, 2023

	Oct 20, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash Drawer	89.06
102.7 · Business Share-1st Mid Credit U	24.60
103.1 · Maint Checking *3552 - MadCo	8,161.69
103.2 · Maint MMDA *0784 - MadCo	759,485.59
103.3 · Rand Checking *5598 - MadCo	8,596.16
103.4 · Rand MMDA *3593 - MadCo	88,679.11
103.5 · EA #1 MMDA *7528 - MadCo	95,929.50
Total Checking/Savings	960,965.71
Other Current Assets	
110 · Accrued Interest	518.00
112 · Investments CD	
112.33 · Maint. CD #1 - 1st Mid *001	245,084.73
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	257,535.99
112.38 · Maint CD #4 - CDAR 3298	257,535.97
112.39 · Maint CD #5 - CDAR 7576	252,913.94
112.40 · EA #1 CD -CDAR *7536	(1,153.37)
112.42 · EA #1 CD #2 - Madco *7881	100,000.00
112.43 · Rand CD #4 - Madco *1794	150,000.00
Total 112 · Investments CD	2,025,553.88
Total Other Current Assets	2,026,071.88
Total Current Assets	2,987,037.59
Fixed Assets	
120 · Property & Equipment	
120.1 · Accumulated Depreciation	(8,889,603.93)
120 · Property & Equipment - Other	10,768,964.32
Total 120 · Property & Equipment	1,879,360.39
126 · Land	216,131.00
Total Fixed Assets	2,095,491.39
TOTAL ASSETS	5,082,528.98
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	330.00
230.08 · IMRF	
230.081 · Company	85.01
230.082 · Employee	410.24
Total 230.08 · IMRF	495.25

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10/19/23
Cash Basis

Wood River Drainage & Levee District
Balance Sheet
As of October 20, 2023

	<u>Oct 20, 23</u>
230.10 · State Unemployment IL	(164.85)
Total 230 · Payroll Liabilities	<u>668.92</u>
Total Other Current Liabilities	<u>668.92</u>
Total Current Liabilities	<u>668.92</u>
Long Term Liabilities	
243 · Unreserved	4,644,595.86
244 · EA #1 Pump - Reserved	164,040.00
Total Long Term Liabilities	<u>4,808,635.86</u>
Total Liabilities	<u>4,809,304.78</u>
Equity	
299 · Fund Balance	349,261.09
Net Income	(76,036.89)
Total Equity	<u>273,224.20</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,082,528.98</u></u>

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

10/19/23

Cash Basis

October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget
Income			
300 · Assessment	0.00	1,000,000.00	-1,000,000.00
301 · Interest Earned			
301.2 · Maint Interest Earned	0.00	61,000.00	-61,000.00
301.3 · Pump Interest Earned	1,153.37	6,250.00	-5,096.63
301.4 · Rand Interest Earned	0.00	26,250.00	-26,250.00
Total 301 · Interest Earned	1,153.37	93,500.00	-92,346.63
306 · Miscellaneous	1,250.00	5,000.00	-3,750.00
307 · MadCo ARPA Funding	0.00	100,000.00	-100,000.00
309 · Easement & Inspection Fee	2,060.00	10,000.00	-7,940.00
310 · Phillips 66	0.00	268,000.00	-268,000.00
313 · Sale of Fixed Assets	0.00	0.00	0.00
314 · Refunds	0.00	2,040.00	-2,040.00
315 · Lease	2,040.00		
Total Income	6,503.37	1,478,540.00	-1,472,036.63
Gross Profit	6,503.37	1,478,540.00	-1,472,036.63
Expense			
400 · Pump Operations			
401 · East Alton No. 1 Labor	0.00	0.00	0.00
402 · East Alton No. 1 Utilities	621.87	20,000.00	-19,378.13
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	411.23	7,000.00	-6,588.77
413 · Wood River Maint/Repairs	0.00	1,000.00	-1,000.00
414 · Wood River Repairs	0.00	0.00	0.00
421 · Rand Ave Labor	8,883.08	96,000.00	-87,116.92
422 · Rand Ave Utilities	5,071.41	69,000.00	-63,928.59
423 · Rand Ave Maint/Repairs	0.00	8,000.00	-8,000.00
424 · Rand Ave Repair	0.00	0.00	0.00
428 · Rand Ave. Management Labor	0.00	21,000.00	-21,000.00
431 · Hawthorne No. 1 Labor	0.00	0.00	0.00
432 · Hawthorne No. 1 Utilities	245.40	3,500.00	-3,254.60
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	332.49	5,000.00	-4,667.51
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	500.00	-500.00
452 · Canal Road No. 1 Repairs/Maint	0.00	0.00	0.00
492 · Grassy Lake Utilities	82.47	2,500.00	-2,417.53
493 · Grassy Lake Repairs/Maintenance	0.00	500.00	-500.00
494 · Hawthorne No. 2 Utilities	28.48	1,000.00	-971.52
495 · Hawthorne No. 2 Repairs/Maint	0.00	500.00	-500.00
496 · Virginia St Utilities	57.22	1,000.00	-942.78
497 · Virginia St Repairs/Maintenance	0.00	500.00	-500.00
498 · Lakeside Utilities	62.62	1,000.00	-937.38
499 · Lakeside Repairs/Maintenance	0.00	500.00	-500.00
Total 400 · Pump Operations	15,796.27	243,500.00	-227,703.73
500 · Maintenance Operations			
550 · Part-Time Maintenance Labor	2,760.00	20,000.00	-17,240.00
551 · Maintenance Labor	12,336.12	174,000.00	-161,663.88
552 · Utilities	291.67	7,500.00	-7,208.33
553 · Building Maint & Supplies	129.52	16,000.00	-15,870.48
554 · Fuel (Gasoline)	1,577.87	15,000.00	-13,422.13
555 · Fuel (Diesel)	614.12	10,000.00	-9,385.88
556 · Tractor Maint. / Repair	0.00	0.00	0.00
557 · Vehicle Maint. / Repair	32.90	10,000.00	-9,967.10

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10/19/23

Cash Basis

Wood River Drainage & Levee District Revenue & Expense Budget vs. Actual October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget
558 · Equipment Maint. / Repair	720.30	20,000.00	-19,279.70
559 · Vegetation Removal	0.00	11,000.00	-11,000.00
560 · Clothing Allowance	0.00	1,500.00	-1,500.00
561 · Aggregate and Rip Rap	283.28	11,000.00	-10,716.72
569 · Employee Insurance Benefit	2,225.32	34,000.00	-31,774.68
570 · Insurance	0.00	73,000.00	-73,000.00
573 · Training	750.00	2,000.00	-1,250.00
576 · Safety	0.00	1,000.00	-1,000.00
Total 500 · Maintenance Operations	21,721.10	406,000.00	-384,278.90
600 · Administration			
601 · Administration Labor	11,003.40	166,000.00	-154,996.60
602 · Utilities	254.40	6,000.00	-5,745.60
603 · Office Supplies	358.01	15,000.00	-14,641.99
604 · Building Maintenance	0.00	8,500.00	-8,500.00
605 · Commissioner Labor	1,800.00	24,000.00	-22,200.00
606 · Travel and Meals	245.23	3,000.00	-2,754.77
607 · Consultant - Accounting	0.00	5,200.00	-5,200.00
608 · Consultant - Attorney	360.00	10,000.00	-9,640.00
609 · Consultant - Engineering	0.00	108,000.00	-108,000.00
612 · Clothing Allowance	406.88	2,000.00	-1,593.12
615 · Employee Insurance Benefit	1,207.20	15,000.00	-13,792.80
616 · Employmnt & Other Medical	109.00	1,000.00	-891.00
618 · Bonds	1,000.00	2,300.00	-1,300.00
620 · Marketing - Publications	0.00	1,000.00	-1,000.00
630 · Re-Assessment Costs	0.00	0.00	0.00
699 · Finance Charges	0.00	0.00	0.00
Total 600 · Administration	16,744.12	367,000.00	-350,255.88
700 · Capital Projects			
701 · Capital Improvements	0.00	100,000.00	-100,000.00
705 · USACE Testing/Inspection	0.00	91,000.00	-91,000.00
710 · Reconstructions/Repairs	22,246.79	127,000.00	-104,753.21
Total 700 · Capital Projects	22,246.79	318,000.00	-295,753.21
800 · Payroll Expenses			
852 · Social Security	2,225.39	31,180.00	-28,954.61
853 · IMRF	498.89	7,110.00	-6,611.11
854 · Insurance Benefit	927.04	11,860.00	-10,932.96
855 · Medicare	520.45	7,300.00	-6,779.55
856 · SUILL	706.84	14,600.00	-13,893.16
Total 800 · Payroll Expenses	4,878.61	72,050.00	-67,171.39
Total Expense	81,386.89	1,406,550.00	-1,325,163.11
Net Income	-74,883.52	71,990.00	-146,873.52