

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074

**3:00 p.m., Wednesday, December 4th,
2024**

JCDLRA Board Room

Zoom Meeting
<https://us02web.zoom.us/j/5791926975>
Meeting ID: 579 192 6975

- 1. Call to Order** – Chairman Steve Keeffer called the December 4th, 2024 Board of Directors meeting to order at 3:00 pm.
- 2. Roll Call** – was answered as follows: Present – Steve Keeffer, Ron Smith, Bill Wright, Kevin Reibel and Susan Jacobs.

Staff present: Mara Roche, Rob Davies

Others present: Linda Balcom (Balcom Environmental), Ed Britton (USFWS), Amiee Martelle (Riverport Railroad) and Sara Renkes (Carroll County Engineer), Scott Sigman (IL Soybean Association) via Zoom.

Attorney Phil Jensen was present.

- 3. Pledge of Allegiance** was recited.
- 4. Agenda Additions** – None.
- 5. Approval of Meeting Minutes** – Draft meeting minutes of the November 13th meeting were presented for review.

Kevin Reibel made a motion to approve the minutes. Susan Jacobs seconded. Motion passed unanimously by voice vote.

- 6. Old Business**

7. Grant Update – Ms. Roche noted that a meeting had been scheduled for December 5th with the two grant writing consultants/firms. One of the firms will be on-site, while the other would attend the meeting online.
8. Transition Update – None.
9. New Business
 - A. Bills over \$2,500: None.

Staff Reports

10. Executive Director:

Report/issues updates – Ms. Roche noted that the 2025 Holidays and Board Meetings calendar was included in the board packet.

Mr. Wright made a motion to approve the identified Holidays and Board Meetings calendar. The motion was seconded by Mr. Smith. The motion passed unanimously by voice vote.

- A. Correspondence – None.
- B. Property transfers – None.
- C. Employment report – Stable at 67.
- D. Water & Sewer – None.
- E. Internship – None.
- F. Additional Update – None.
- G. Deputy Director – None.

Bookkeeping

Bank Account Balances – As of November 30th total cash on hand: \$144,914.19. A CD will become due in March, 2025.

a. Cash flow – Cash flow for the month of November: Income: \$44,254.32
Expenses \$35,206.29 for a monthly gain of \$9,048.08.

b. Budget - Year to Date: Income \$552,522.45
Expenses \$607,735.27
Deficit of \$55,212.82

c. Water/Sewer Income and Expenses:

Year-to-date:

Deficit of \$50,671.17

D. Outstanding Invoices – There are still some outstanding invoices. Mr. Jensen will proceed with sending a letter of demand to those tenants with outstanding water/sewer bills.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – A meeting will be held on December 11th.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – None.

G. Other New Business – None.

Reports to the Board

A. Site Manager / BRAC Environmental Coordinator – Ms. Roche that a call would be held the following week for an update on the PFAS investigations.

B. Tenants –Riverport Railroad will add an additional employee for December.

C. UMRI Port District – Mr. Keeffer provided an update on UMRIPD's progress.

D. USFWS – None. Mr. Davies noted that the USFWS deer hunts had concluded.

E. Water/Sewer Operator Update – Ms. Roche provided an update.

F. Guests – None.

11. Public Comments – None.

12. Executive Session – None.

13. Adjournment – **Ms. Jacobs made a motion to adjourn the meeting. Mr. Reibel seconded. The motion passed unanimously by voice vote.**

The meeting adjourned at 3:34 pm.