

Upper Mississippi River International Port District

BOARD MEETING MINUTES

Date: January 25th, 2024

Time: 13:00 CDT

Location: Board Room
18901 B St
Savanna, IL 61074

I. Call to Order

A roll call was held and it was noted that Steve Keeffer, Jeff Doran, Ken Sandy and Jim Francis (attending remotely) were present. A quorum was met with three commissioners physically present. The meeting was called to order at 1:03 pm.

Guests in attendance were Sara Renkes (Carroll County Engineer), Ed Britton (USFWS), Aimee Martelle (Riverport Railroad), Phil Jensen (LRA Attorney), David Albee (former UMRIPD legal counsel) and Linda Balcom (Balcom Environmental).

II. Approval of the Agenda

Commissioner Doran motioned to approve the meeting agenda, seconded by Commissioner Sandy, approved by voice vote unanimously.

III. Approval of Meeting Minutes

Commissioner Sandy motioned to approve the December 28th, 2023 meeting minutes, with changes (statement attributed to Sandy, corrected to attribute to Doran; and motion to adjourn made and seconded by Doran, to reflect made by Doran, seconded by Sandy) as discussed. Commissioner Doran seconded. The motion was unanimously approved by voice vote.

IV. On-Going Business

A. **Port Master Plan Update.** Mr. Davies noted that the Master Planning had been paused following the resignation of Mr. Larsen but would resume soon.

B. **Capital Improvement Program** – Authorization to Negotiate Project Management Scope/Contract. Commissioner Keeffer noted that the

November meeting intended to authorize Mr. Larsen to enter negotiation for scope/contract with Mr. Dennis Wilmsmeyer for project manager service for the CIP, but that due to lack of quorum at the November meeting, that action was annulled. Mr. Keeffer noted that the aim was to understand better what Mr. Wilmsmeyer could offer and what those costs would be. Mr. Keeffer noted that this was not an authorization to appoint or hire Mr. Wilmsmeyer. Mr. Davies reiterated that the motion was to authorize negotiation/discussion.

Mr. Doran made the motion to Authorize the chair to enter into negotiation to determine the scope of work and negotiate a possible contract with Mr. Dennis Wilmsmeyer. Mr. Sandy seconded. The motion passed unanimously by voice vote.

- C. **Asset Recovery.** No update.
- D. **Ethics Officer.** No update.
- E. **Restatement of UMRIPD historical financial statements.** Ms. Roche noted that she was in the process of recreating those documents.

V. New Business

- A. None.

VI. Reports

- A. **Secretary.** Mr. Davies noted that he had received on the 25th of January the engagement letter from Arnt, Fox Schiff and Kane Appraisal Services, requested by the board following the resignation of Mr. Larsen. Mr. Keeffer asked what the date ranges on the engagement letters were. Mr. Davies noted that the engagement dates were October 19th for Arnt, Fox Schiff and October 27th for Kane Appraisals. Mr. Davies reiterated that these were once-off engagements.
- B. **Treasurer.** Commissioner Sandy noted that he was struggling to balance the account and was off by about \$30. Discussion followed about the UMRIPD's membership to the Illinois Ports Association and the benefits thereof.

Mr. Sandy noted that Arnt, Fox Schiff have agreed to settle for \$16, 661.70. The outstanding balance to Kane Appraisal came to \$4,600. Mr. Sandy noted that if authorized to pay the Arnt, Fox Schiff invoice, he would wait for that check to clear and then settle the account with Kane Appraisals.

Mr. Keeffer noted that the Arnt, Fox Schiff account would have to be paid. He added that the board is obviously unhappy with the cost, and that the cost

was surprising – it was not the board’s expectation.

Mr. Sandy made the motion to pay the invoices from Arnt, Fox Schiff for legal services to the value of \$16,661 and Kane Appraisals for appraisal services to the value of \$4,600. Mr. Doran seconded. The motion passed unanimously by roll-call vote.

C. Jo-Carroll Local Redevelopment Authority. Mr. Keeffer noted that the LRA had met on January 24th. Mr. Keeffer noted that transition between the LRA and UMRIPD was still a goal and added that the boards of both organizations should meet jointly at some point in the next few months.

VII. Public Comment

None.

VIII. Adjournment

Commissioner Doran moved, seconded by Commissioner Sandy, to adjourn at 13:23 CDT, unanimously approved by voice vote.