

Mid-America Intermodal Authority Port District
300 Civic Center Plaza, Suite 256, Quincy, Illinois
September 3, 2013 – 4:30 p.m.

Meeting Minutes

Mike McLaughlin called the meeting to order.

Roll Call

Board Members Present: Max Edlen, Don Griffiths, David Hood, Mike McLaughlin and Blake Roderick

Board Members Absent: H.O. Brownback and Gerald Jenkins

Guests Present: Megan Backs, Charles Bell and Dick Klusmeyer

Mike McLaughlin declared a quorum present.

Approval of May 7, 2013 Minutes

Don Griffiths motioned to approve the minutes as presented. David Hood seconded the motion. Max Edlen asked whether the facility tours that were scheduled with Illinois, Iowa and Missouri DOT officials referenced in Discussion Items, Section B had been rescheduled. Charles reported that they had not been able to find a date. There were no other questions. All were in favor. Motion carried.

Financial Report

Charles Bell gave the financial report. Two sets of reports were presented to the board – a profit/loss statement and balance sheet from the 2013 fiscal year-end (July 1, 2012 to June 30, 2013) and a year-to-date profit/loss statement and balance sheet (July 1, 2013 – August 26, 2013). He noted that there are two accounts represented in the statements – the general account that is used for administrative and operating and the interest bearing account that holds the DCEO grant funds and will be used for the road project. The balance of the general account is rather low, but the Port should be able to draw down the MoDOT grant funds to cover administrative expenses. Blake Roderick motioned to approve the report. Max Edlen seconded the motion. Don Griffiths asked whether the timing of drawing down the MoDOT grant funds was ever an issue. Charles answered that it typically wasn't an issue. They have direct deposit set-up and the only delay was during a leadership transition at MoDOT. There were no other questions. All were in favor. Motion carried.

Presentation of Reports from Great River Economic Development Foundation

Charles reported that GREDF President Marcel Wagner had attended a Corps of Engineers meeting with Mike Klingner in Iowa. They toured several of the locks and dams on a barge and took photos of the infrastructure. Marcel is also working with ADM to make local companies aware of potential logistics opportunities with ADM's new container facility and Foreign Trade Zone in Decatur. Finally, the Adams County Board passed a resolution at last month's meeting encouraging the Corps of Engineers to act and make the much needed improvements to the lock and dam facilities. They have sent the resolution to their legislators and plan to send it to other tri-state counties, especially those on the Mississippi and Illinois Rivers, to ask them to pass a similar resolution and send it to their legislators. Blake Roderick asked for a copy of the resolution that Adams County passed. It should be available on the Adams County website and Charles said he would send Blake a copy.

Business Items

Accept Fiscal Year 2012 Audit and Approve Fiscal Year 2013 Audit

Board members were given a chance to review the FY2012 audit and accompanying letters. The key finding that was pointed out was the dual signature on checks has been corrected. The letter also brought up the use of cash versus accrual methods of accounting and reporting and the potential need for a finance committee. It was discussed that there were so few funds and expenditures that neither of those issues were of concern at this time. The board was also asked to approve Arnold, Behrens, Nesbit, Gray, P.C. (ABNG) to conduct the FY2013 audit. Max Edlen motioned to accept the audit and approve ABNG to conduct the FY2013 audit. Blake Roderick seconded the motion. All were in favor. Motion carried.

Approve Fiscal Year 2014 Budget

Copies of the FY2014 budget and proposed resolution (57 of 2013) were circulated to the board members. Charles noted that the most all the line items were the same amounts as last year. After review, Don Griffiths motioned to approve the resolution and budget. Blake Roderick seconded the motion. All were in favor. Motion carried.

Review Bids and Award Contract for Providing Radio Road Subbase Material

Dick Klusmeyer reported that this project is being completed with funds from the \$100,000 DCEO grant. Thus far, 25% of the funds have been given to the Port and the rest of the funds will have to be reimbursed for monies spent. Initially the grant was set to expire at the end of this month, but Dick and Charles are filing a one year extension with DCEO to make the deadline September 30, 2014. They have not received formal approval of the extension, but they have received verbal agreement. Of the \$100,000 they intend to use \$20,000 for engineering fees incurred from Klingner & Associates. They are also going to try and move approximately \$5,000 into the general Port account to cover administrative costs. That leaves \$75,000 available for the road project. The project would provide subbase material (rock) to extend Radio Road to the levee near the proposed port site. The low bid came from D & L Excavating Inc. based in Liberty, IL. There were 5 bids total and Dick felt they were competitive. Since the bids all came in over \$80,000 and they were only planning to spend about \$75,000, they intend to work with the contractor selected to purchase less rock that was included in the initial bid. Blake Roderick asked whether procedurally the board was or should have been involved in approving the bid letting process. Charles said that the Board had approved the process several years ago when the grant was approved. Don Griffiths motioned to approve the low bid from D & L Excavating Inc. David Hood seconded the motion. All were in favor. Motion carried.

Discussion Items

- a. Blake Roderick asked for an update on the Marine Highway Designation. Charles said there were issues with the lead state and Illinois is taking over as lead. He thought they were getting close to filing an application for designation but wasn't sure on the exact timeline.
- b. Max Edlen asked whether there were funds available to reimburse board members for mileage to meetings. Charles said there are not funds in the budget anymore.

Notices and Communications

None

Public Input

None

Adjournment

Max Edlen moved to adjourn the meeting. Blake Roderick seconded the motion. All were in favor. Meeting was adjourned at 5:15pm.