

**SOUTHEAST MISSOURI REGIONAL PLANNING AND  
ECONOMIC DEVELOPMENT COMMISSION**

**Monthly Meeting Minutes  
December 13, 2016**

The regular monthly meeting of the Southeast Missouri Regional Planning and Economic Development Commission was called to order by Chairman Patrick Mullins at 2:00 p.m., on Tuesday, December 13, 2016 in the Commission's meeting room at 1 West St. Joseph Street in Perryville, Missouri.

**ATTENDEES**

Patrick Mullins	Chairman	SEMO RPC
	Associate Commissioner	St. Francois County
Patrick Heaps	Treasurer	SEMO RPC
	Associate Commissioner	Perry County
Garry Nelson	Secretary	SEMO RPC
	Presiding Commissioner	Ste. Genevieve County
Randy Bahr	Associate Commissioner	Ste. Genevieve County
Jay Wengert	Associate Commissioner	Perry County
Robert "Bob" Mooney	Presiding Commissioner	Madison County
John Vickers	Alderman	City of Leadwood
Van Robinson	CEO	Citizens Electric Corp.
Don England	Chairman	Village of Oak Ridge
Martin Toma	City Administrator	City of Ste. Genevieve
Brent Buerck	City Administrator	City of Perryville
Erica Bogenpohl	City Engineer	City of Jackson
John Singleton	Designated Representative	Madison County, Black River Electric
Dennis Parks	Mayor	City of Cape Girardeau
Steve Williams	Designated Representative	City of Leadwood
Alan Williams	Administrative Assistant	City of Bismarck
Donna Martin	Government Loan Specialist	First State Community Bank
Sandy Francis	Director of Partnership Development	St. Francois County Economic Partnership
Kimberly Baumann	Director of Environmental Affairs	Mississippi Lime
Chauncy Buchheit	Executive Director	SEMO RPC
David Grimes	Deputy Director	SEMO RPC
Drew Christian	Director of Planning	SEMO RPC
Ron Steele	Economic Development Planner	SEMO RPC
Stan W. Balsman	GIS Director	SEMO RPC
Jeremy Tanz	GIS/IT Specialist	SEMO RPC
Leslie Seabaugh	Regional Planner	SEMO RPC
Becca Pecaut	Executive Assistant	SEMO RPC
Erica Palmer	Fiscal Officer	SEMO RPC

Following the Pledge of Allegiance, Chairman Mullins asked for a motion to approve the agenda. Commissioner Nelson moved to approve the agenda; Commissioner Bahr seconded the motion; motion carried.

Following introductions, the Chairman requested approval of the **minutes** of the October 25, 2016 monthly meeting. Commissioner Heaps moved the minutes be approved as presented; Mr. England seconded the motion; motion carried.

The **Treasurer's reports** as of November 15, 2016 were provided to the membership prior to the meeting. Mr. England moved the financial statements be approved as presented; Commissioner Nelson seconded the motion; motion carried.

Ms. Catherine Jones, Outreach Coordinator for Missouri DNR gave a presentation on the Missouri Brownfield Voluntary Cleanup program, and Ms. Kristin Tiptone, Development Director gave a presentation on the Missouri Brownfield Revolving Loan Fund.

## **BUSINESS**

Mr. Buchheit reported that 85% of the **Fiscal Year 2017 dues** have been paid. He added that notices went out to our unpaid members for payment. Dues are not yet delinquent but letters went out simply as a reminder.

Mr. Buchheit reported on the **Revolving Loan Fund (RLF) Program**. We have about \$420,000 available for lending. We have a few applications that are pending. Letters for set dues for FY18 will be going out in the next couple of weeks; this letter will serve for budget purposes only. Dues will remain the same as they were for FY17.

Ms. Seabaugh stated the **Region E Homeland Security (HSOCE)** FY15 is 53% drawn down and has to be complete by August 30, 2017. FY16 has not yet been drawn down. Approximately \$153,000 was awarded and now accessible.

Ms. Seabaugh also reported on information regarding inventory for the CDBG Disaster Resiliency. She stated that she began contacting the public employees within the communities and counties to get a list of assets that would be considered to use for mutual aid. Those assets could be chainsaws, sandbag machines, road graters, dump trucks etc, that if there was a disaster in another part of the region that you would consider putting on a regional inventory list. The list would provide information on particular pieces of equipment available to the community(s) in need.

Ms. Seabaugh reported on **Our Missouri Waters** stating we will participate with DNR next year. We hope to get the Whitewater Watershed underway. She added we were able to get Stream Team to provide training in our area in March at the Higher Education Building in Perryville. There will be an introductory Stream Team course at no cost. More information will be provided as it gets closer.

David Grimes reported on the status of EPA regulations regarding ground-level ozone. Mr. Grimes stated numbers are good.

Chairman requested approval for a resolution authorizing an application for funding under the U.S. Environmental Protection Agency FY17 Brownfield Assessment Grant Program. Commissioner Nelson moved to approve the resolution authorizing an application for funding under U.S Environmental Protection Agency. Mr. England seconded the motion; motion carried.

## **STAFF REPORTS**

During staff reports Ms. Margaret Yates stated she sat in on a conference call for DRA in regards to the upcoming year. She stated they will have a change in leadership and hope to have funding continue. The applications process should begin in January/February 2017.

Mr. Ron Steele stated he was finishing up our Annual Progress report for EDA.

Mr. Grimes stated has been working on district and Household Hazardous Waste information and that starting today he will be getting out a market survey to see what kind of demand there is out for the Household Hazardous Waste projects.

Mr. Buchheit stated that the staff has been working on making a list of infrastructure projects and needs. If anyone has any input on projects we will be glad to get them on the list for the possible Trillion Dollar infrastructure investment project.

Mr. Drew Christian stated he will be going down to Sikeston with Chauncy tomorrow December 14, 2016 to score the TAP applications.

Ms. Seabaugh stated she has been attending the Delta Regional Authority Leadership Institute Training, and one of the tools they handed out was a report on today's Delta which can also be found on their website.

Mr. Stan Balsman and Mr. Jeremy Tanz gave a presentation on the GIS website.

The Commission thanked Commissioner Patrick Heaps for his service as this is his last meeting as a Commissioner of Perry County. Commissioner Bob Mooney presented him with a plaque for his 12 years of service.

Mr. Buchheit requested a replacement of Commissioner Heaps position as Treasurer with the RPC. Commissioner Heaps made a motion that Commissioner Jay Wengert be his replacement. Commissioner Nelson seconded the motion; motion carried.

The next meeting will be scheduled for Tuesday, January 24, 2017 at 2:00p.m at the SEMO Regional Planning Commission, Perryville, Missouri.

Commissioner Heaps moved the meeting be adjourned; Commissioner Nelson seconded the motion; motion carried. The meeting was adjourned at 3:23 p.m.

Respectfully submitted,

Garry Nelson  
Secretary

Patrick Mullins  
Chairman

Rebecca Pecaut  
Executive Assistant