

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

**Monthly Meeting Minutes  
February 28, 2017**

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, February 28, 2017 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
Jay Wengert	Treasurer	SEMO RPC
	Associate Commissioner	Perry County
Garry Nelson	Secretary	SEMO RPC
	Presiding Commissioner	Ste. Genevieve County
Randy Bahr	Associate Commissioner	Ste. Genevieve County
Joe Gettinger	Associate Commissioner	Ste. Genevieve County
Robert “Bob” Mooney	Presiding Commissioner	Madison County
Travis Elfrink	Presiding Commissioner	Bollinger County
Carl “Topper” Leuckel	Presiding Commissioner	Perry County
Van Robinson	CEO	Citizens Electric Corp.
Don England	Chairman	Village of Oak Ridge
Ken Baer	Mayor	City of Perryville
Dennis Parks	Mayor	City of Leadwood
Robert Lourwood	Mayor	City of Ironton
Martin Toma	City Administrator	City of Ste. Genevieve
Don James	City Administrator	City of Marble Hill
Alan Williams	Administrative Assistant	City of Bismarck
Charles Lewis	Alderman	City of Leadwood
Scott Sattler	Executive Director	Perry County EDA
Stephen Williams	Representative of Minority	City of Cape Girardeau
Donna Martin	Lending Specialist	First State Community Bank
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	IT/GIS Specialist	SEMO RPC
Leslie Seabaugh	Regional Planner	SEMO RPC
Margaret Yates	Grant Administrator	SEMO RPC
Erica Palmer	Fiscal Officer	SEMO RPC
Rebecca Pecaut	Executive Assistant	SEMO RPC

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

Following introductions, the Chairman requested approval of the **minutes** of the January 24, 2017 monthly meeting. Mr. Toma moved the minutes be approved as presented; Mr. England seconded the motion; motion carried.

The **Treasurer's reports** as of February 15, 2017 were provided to the membership prior to the meeting. Mr. England moved the financial statements be approved as presented; Mr. Robinson seconded the motion; motion carried.

## **BUSINESS**

Mr. Buchheit reported 96% of the **Fiscal Year 2017 dues** have been paid. He stated three members have not yet paid and become delinquent; Des Arc, Iron County and Delta.

Mr. Buchheit reported on the **Revolving Loan Fund (RLF) Program**. The RLF has about \$80,000 available for lending. Three applications have been received and a meeting of the RLF committee was held Tuesday January 31, 2017. The committee approved a loan with Mid America Rehab and has disbursed \$92,000 for purchase of property. Remaining \$108,000 will be used for building materials. The committee also tentatively approved two loans, one is a \$150,000 loan with one of our current borrowers, SeaWest Contracting and the second is a \$50,000 loan with BIA MO, also a current borrower.

Ms. Seabaugh stated the FY15 **Region E Homeland Security Grant (HSOCE)** is 64% drawn down. A spending plan was submitted to the Office of Homeland Security stating the plan for drawing down the remaining funds by the August 31, 2017 deadline. The FY16 grant is 29% drawn down. She added there are no anticipated issues in expending the funds by the August 31, 2018 deadline. The FY17 application workshop is expected to occur in March but the Office of Homeland Security warned there may be a delay in the process at the federal Homeland Security level. Ms. Seabaugh stated the THIRA guidelines have yet to be released but as it stands the due date for the updated THIRA is June 1, 2017.

Ms. Seabaugh reported on **Our Missouri Waters** stating the Upper Mississippi- Cape Girardeau Healthy Watershed plan has been officially accepted by the Department of Natural Resources (DNR). A copy of the plan will be available on the DNR website within the next few weeks. She added due to the change in administration in DNR the Whitewater Watershed contract has not been signed. The Our Missouri Waters statewide coordinator expects the contract will be signed and planning will occur, but cannot confirm a start time. Ms. Seabaugh stated that there will be a Water Quality Monitoring Workshop on March 4, 2017 from 8:30a.m – 5:00p.m at the Perryville Higher Education Building.

David Grimes reported on the status of EPA regulations regarding ground-level ozone. Mr. Grimes stated the air is in compliance with current EPA Ozone standards. He added that the season starts March 1, 2017 and runs through Halloween.

Ms. Yates reported on the **Delta Regional Authority (DRA) Funding Cycle**, stating the funding cycle is now open and will remain open until May 31, 2017.

Mr. Christian reported on **the Missouri Transit Plan**, stating the contract with MoDOT has been signed to begin work in the region. He added if a transit provider applies for 5310 funds a statement need to be included that equipment being request is included in the Plan. Communication will begin with the transit providers within the seven county region.

## **STAFF REPORTS**

During staff reports Ms. Margaret Yates stated she is working on Community Development Block Grant (CDBG) applications.

Mr. Buchheit reported on the partnership with St. Francois County IDA, stating phase two construction on the Bonne Terre Building has begun, and that the prior loan has been refinanced at a lower rate with the new amount added, bringing the total loan to \$725,000.

Ms. Pecaut stated the Thomas G Tucker Scholarship opportunity has begun for this year, information went out to all eligible schools within seven counties. The application deadline is March 10, 2017. The scholarship committee will review the applications and award one recipient per county.

Mr. Grimes stated he has been working on a feasibility study for business incubators. One of the issues is deciding whether there is a market for an incubator. There is a survey to assess the need on the RPC website, [www.semorpc.org](http://www.semorpc.org) and he encouraged everyone to take the survey.

Mr. Balsman reported on the upcoming Census, and said the cities and counties should have received information regarding contact information for each city and county. He stated the importance of getting the forms filled out and returned.

Mr. Balsman also reported that the SEMO RPC has the capability to do topography maps from the Lidar data, and now has access to Lidar for Bollinger County. He added if there is a need for this service to please contact the GIS department. Mr. Balsman also added that they are consistently updating the SEMOGIS website, and they just recently received map and county parcel data for Madison County.

Ms. Seabaugh stated there will be a training opportunity this Saturday March 4, 2017 at the Perryville Higher Education Building from 8:00-5:00pm to become a Volunteer Water Quality Monitor. She stated the training is free, just bring your lunch.

Mr. Christen reported funding for the Madison County Hazard Mitigation Plan has been approved and anticipates it will take six months to complete the Plan.

In other business, Mayor Baer stated the Perryville City Administrator, Brent Buerck, is traveling to British Columbia, Canada to present to the Mayor, Council and Chamber of Commerce on how they run things in Perryville.

Ms. Donna Martin, from First State Community Bank passed out a handout stating what the bank has financed over the last few years.

The next meeting is scheduled for Tuesday, March 28, 2017 at 2:00 p.m at the SEMO Regional Planning Commission, Perryville, Missouri.

Chairman Mullins declared the meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Garry Nelson  
Secretary

Patrick Mullins  
Chairman

Rebecca Pecaut  
Executive Assistant