

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

**Monthly Meeting Minutes
March 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, March 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
Larry Kemp	Associate Commissioner	Madison County
Robert Mooney	Presiding Commissioner	Madison County
Travis Elfrink	Presiding Commissioner	Bollinger County
Van Robinson	CEO	Citizens Electric Corp.
Dennis Parks	Mayor	City of Leadwood
Robert Lourwood	Mayor	City of Ironton
Martin Toma	City Administrator	City of Ste. Genevieve
Brent Buerck	City Administrator	City of Perryville
Doug Friend	City Administrator	City of Fredericktown
John Singleton	Representative	Madison County
Alan Williams	Administrative Assistant	City of Bismarck
Scott Sattler	Executive Director	Perry County EDA
Stephen Williams	Representative of Minority	City of Cape Girardeau
Sandy Francis	Director of Partnership Dev.	Iron Co. Economic Partnership
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. Buerck moved to approve the agenda. Mr. Toma seconded the motion; motion carried.

Following introductions, the Chairman requested approval of the **minutes** of the February 28, 2017 monthly meeting. Commissioner Nelson moved the minutes be approved as presented; Commissioner Elfrink seconded the motion; motion carried.

The **Treasurer's reports** as of March 15, 2017 were provided to the membership prior to the meeting. Commissioner Elfrink moved the financial statements be approved as presented; Commissioner Wengert seconded the motion; motion carried.

Presentation and request for adoption of the Fiscal Year 2016 Audit. A representative from Daniel Jones and Associates reported on the audit, stating they look at the Commission and issue opinions as to whether or not the Commission's financial statements have been presented fairly and in all material respects. He stated they have issued three opinions in the auditor's report. Opinion 1 can be found on page 1 of the audit, this states it is an unmodified opinion on the financial statements which is the highest opinion which an entity can receive. Opinion 2 is on page 43; this opinion is on the internal controls over financial reporting. He stated the RPC has a very strong internal control system. Opinion 3 is on page 45; which states the Commission was in compliance with federal requirements and had no audit findings. The representative from Daniel Jones and Associates thanked the Board, Commission and Office Staff for being organized and prepared for the audit team arrival. He also stated that if anyone had any questions regarding the audit, financial statements, etc. he would be happy to answer them. Commissioner Nelson moved to accept the FY2016 Audit. Commissioner Bahr seconded the motion; motion carried

BUSINESS

Mr. Buchheit reported 98% 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.

Ms. Seabaugh reported on the **Revolving Loan Fund (RLF) Program**. She stated the RPC is moving forward with two of the approved loans, Mid America Rehab and SeaWest Contracting. The RLF has about \$135,000 available for lending.

Ms. Seabaugh stated the FY15 **Region E Homeland Security Grant** (HSOCE) is 64% drawn down, with no anticipated issues on spending the remaining funds by the August 31, 2017 deadline. The FY16 grant is 28% drawn down. She added there are no anticipated issues in expending the funds by the August 31, 2018 deadline. The FY17 application has yet to be released, but expecting its release this week. Any jurisdictions applying for funds will receive an email with notice of release of application with information. Ms. Seabaugh stated the THIRA guidelines have changed to a three year THIRA. The due date for the next THIRA is June 1, 2019.

Ms. Seabaugh stated Fredericktown's Sergeant Jason Fitzwater will be hosting a SEMO SWAT Challenge, where the Orlando Police Department will be doing a debrief on the Club Pulse mass shooting incident in 2016. She stated she has information available to any jurisdictions such as Fire, Police, and EMS that would be interested in participating in this debrief on April 21, 2017.

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 we are now in the season which started March 1, 2017 and runs through Halloween. He added that there will be an Environmental Air Quality meeting on Friday, April 28, 2017 at the American Legion Hall, in Perryville, Mo.

Mr. Christian reported on **Hazard Mitigation Plans**, stating SEMA sent the RPC contracts for St. Francois, Perry and Iron Counties. We do not have contracts for Ste. Genevieve, and Bollinger County at this time, but expects them in the next few weeks, but it could be longer. A draft plan for Madison County is due August 2017. The draft plan for St. Francois County is due March 2018, Perry County will be due April 1, 2018 and Iron County will be due July 1, 2018. Three months after submitting drafts, final plans will be due.

Mr. Buchheit reported on the **National Association of Development Organizations (NADO) alert**, which the RPC is a member. He stated several programs are on the verge of being eliminated such as U.S. Department of Commerce Economic Development Administration, the Delta Regional Authority, the U.S.

Department of Housing and Urban Development Community Development Block Grant program and U.S. Department of Agriculture Rural Development discretionary grant and loan programs. The Regional Planning Commission put together a resolution in anticipation that the RPC Board would support. The resolution requests Congress of the United States to consider alternatives to elimination of these important programs and for the funds to be frozen at the FY2016 levels until sustainable alternatives are identified. Commissioner Nelson moved to approve the resolution requesting the Congress of the United States to consider alternatives to elimination of these important programs, and for consideration be given to freezing funding at FY2016 levels until sustainable alternatives are identified. Commissioner Gettinger seconded the motion; motion carried.

Mr. Balsman and Mr. Tanz gave a presentation on the use of **Geographic Information System (GIS) technology in assisting with the tornado response** in Perryville. Mr. Balsman stated that the Commission's GIS department played a role in providing maps and data after the tornado hit Perryville and Perry County on February 28, 2017. The day after the tornado a large scale aerial photographic map was prepared for use in the cleanup efforts. Utilizing the Commission's Global Positioning System (GPS) unit the staff, with assistance from the County Assessor, gathered coordinates of the damaged area. This allowed for a path to be mapped as a layer to the Assessor's parcel map. After the affected area was mapped additional maps and map books were prepared for the cleanup crews. With the use of the parcel layer and the 911 addressing map, a list was prepared of affected property owners, with contact information. This was used in contacting affected land owners for cleanup efforts. Since the tornado path was flown after the disaster, it allowed the staff to place a map on their website (semogis.com) for viewing before and after aerial views of the affected area.

STAFF REPORTS

During staff reports Mr. Buchheit reported on the Community Development Block Grant (CDBG) programs. The RPC recently found out that on the Economic Development end the sponsor used to be able to request 100% financing on a project, and now the new guidelines are that the sponsor has to provide at least 15% cash or in-kind for an infrastructure project.

Mr. Grimes encouraged members to go to the SEMORPC website to take the survey in regards to the Business Incubator.

Mr. Grimes also acknowledged Commissioner Garry Nelson for suggesting contact be made with Midwest Recycling Center (MRC) about doing a damaged electronics pickup for the tornado victims at no charge. Mr. Grimes stated he indeed contacted the MRC and they were in agreement and set up at the Knights of Columbus Hall parking lot in Perryville and collected four tons of damaged electronics.

Mr. Tanz reported that the GIS swipe tool that was presented for the tornado path can also be used for Community Improvement projects.

Ms. Yates stated she recently submitted two Community Development Block Grant applications.

Ms. Pecaut stated the Thomas G Tucker Scholarship applications have been turned in, and copies have been given to the Scholarship Committee for review. Scholarship recipient's names will need to be turned in to the Community Foundation of the Ozarks by April 14, 2017. This year four \$500 scholarships will be awarded. Applications were only received from students in Ste. Genevieve, Perry, Cape Girardeau and Bollinger Counties.

Mr. Balsman stated during the tornado mapping process the GIS department also went out and used GPS on utilities for the City of Perryville and had a request to go out and locate the manholes and valves, so that during debris cleanup, infrastructure was not destroyed.

Mr. Christian stated that he is working on rebuilding the SEMO RPC website, and asked for suggestions for anything particular the counties would be interested in viewing on the website.

The next meeting is scheduled for Tuesday, April 25, 2017 at 2:00 p.m. at the SEMO Regional Planning Commission, Perryville, Missouri.

Chairman Mullins declared the meeting was adjourned at 2:57 p.m.

Respectfully submitted,

Garry Nelson
Secretary

Patrick Mullins
Chairman

Rebecca Pecaut
Executive Assistant