

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

**Monthly Meeting Minutes  
May 23, 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, May 23, 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
John Singleton	Vice Chairman	SEMO RPC
	Designated Representative	Madison County
Jay Wengert	Treasurer	Perry County
	Associate Commissioner	
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
Dennis Parks	Mayor	City of Leadwood
Martin Toma	City Administrator	City of Ste. Genevieve
Doug Friend	City Administrator	City of Fredericktown
Donna Martin	Government Loan Specialist	First State Community Bank
John Singleton	Designative Representative	Black River Electric
Alan Williams	Administrative Assistant	City Bismarck
Stephen Williams	Representative of Minority	City of Cape Girardeau
Amanda Hasty	Reporter	Republic Monitor
Chauncy Buchheit	Executive Director	SEMO RPC
David Grimes	Deputy Director	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

Following the Pledge of Allegiance, Chairman Mullins asked for a moment of silence in memory of Larry Hughes, who formally worked for a number of communities in the region.

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 April 25, 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 May 15, 2017 were provided to the membership prior to the meeting. Commissioner Nelson moved the financial statements be approved as presented; Commissioner Wengert 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 a disbursement has been finalized and the loan has been closed with SeaWest Contracting. The RLF has about \$270,000 available for lending.

Ms. Seabaugh stated the FY15 **Region E Homeland Security Grant** (HSOCE) is 67% drawn down, with no anticipated issues on spending the remaining funds by the August 31, 2017 deadline. The FY16 grant is 29% drawn down, with no anticipated issues in expending the funds by the August 31, 2018 deadline. The FY17 application period has been reopened for one week only due to the recent flooding and an extension was given with a new deadline of May 26, 2017 at 5p.m.

David Grimes reported on the status of **EPA regulations regarding ground-level ozone**. Mr. Grimes stated our first exceedance occurred at 71 parts per billion (ppb). We are early in the season.

Mr. Buchheit updated on the Americans with Disabilities (ADA) Sidewalk and transition plan. He stated any public entity that has over 50 employees should have a transition plan making all sidewalks ADA accessible. An employee is considered anyone on the payroll.

Mr. Buchheit reported on Flood damage within the counties. Mr. Buchheit asked the county representatives in attendance what if any flood damage occurred within their counties and whether they are submitting damage to state and federal agencies. Commissioner Mooney stated there was significant amount of damage to Madison county roads. Commissioner Nelson, stated St. Mary's was hit pretty hard. Commissioner Elfrink stated they had some damage to Bollinger County, and Commissioner Mullins stated St. Francois County also had some damage but nothing compared to the damage in Iron County.

## **STAFF REPORTS**

During staff reports Ms. Yates stated she is preparing two applications for DRA. She stated the deadline is May 31, 2017. She added she is waiting on results of the Community Development Block Grant (CBDG) projects.

Mr. Tanz stated (LUCA) Local Updates of Census Addresses has sent out preliminary details in January. Invitations and registrations to participate will be sent to the highest elected local officials in July 2017.

Mr. Balsman stated Missouri Spatial Data Information Services (MSDIS) is currently on the verge to becoming unfunded by the university. The SEMO GIS department uses this program to house topography data and is requesting support letters be sent requesting this service to continue being funded.

Mr. Grimes encouraged members to take the incubator survey on the SEMO RPC website.

Mr. Buchheit stated he will be retiring January 1, 2018. He added the Chairman will work with the budget and personnel committees on a search for a replacement.

The next meeting is scheduled for Tuesday, June 27, 2017 at 2:00 p.m. at the SEMO Regional Planning Commission, Perryville, Missouri.

Chairman Mullins declared the meeting adjourned at 2:23 p.m.

Respectfully submitted,

Garry Nelson  
Secretary

Patrick Mullins  
Chairman

Rebecca Pecaut  
Executive Assistant