

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

**Monthly Meeting Minutes
December 12, 2017**

The regular monthly meeting of the Southeast Missouri Regional Planning and Economic Development Commission was called to order by Chairman Patrick Mullins at 2:03 p.m., on Tuesday, December 12, 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
Travis Elfrink	Presiding Commissioner	Bollinger County
Bob Mooney	Presiding Commissioner	Madison County
Larry Kemp	Associate Commissioner	Madison County
Jay Wengert	Associate Commissioner	Perry County
Robert Lourwood	Mayor	City of Ironton
Ken Baer	Mayor	City of Perryville
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
Doug Friend	City Administrator	City of Fredericktown
Alan Williams	Administrative Assistant	City of Bismarck
Clint Brown	City Engineer	City of Jackson
John Singleton	Designated Representative	Madison County, Black River Electric
Donna Martin	Government Loan Specialist	First State Community Bank
Andrew Martin		First State Community Bank
Donna Hickman		Congressman Jason Smith’s Office
James Settle	Representative	City of Fredericktown
Scott Sattler	Executive Director	Perry County Economic Development Authority
Robert Cox	Editor	Republic Monitor
Barry Horst	District Design Engineer	MoDOT
Mike Alesandrini	Principal	Leverage Management Solutions
Chauncy Buchheit	Executive Director	SEMO RPC
David Grimes	Deputy Director	SEMO RPC
Drew Christian	Director of Planning	SEMO RPC
Leslie Seabaugh	Regional Planner	SEMO RPC
Ron Steele	Economic Development Planner	SEMO RPC

Stan W. Balsman	GIS Director	SEMO RPC
Jeremy Tanz	GIS/IT Specialist	SEMO RPC
Margaret Yates	Grant Administrator	SEMO RPC
Erica Palmer	Fiscal Officer	SEMO RPC
Becca Pecaut	Executive Assistant	SEMO RPC
Sharon Gotto	Clerical Aide	SEMO RPC

Following the Pledge of Allegiance, Chairman Mullins requested a moment of silence for Mr. David Jackson, former Marble Hill City Administrator and former member of the SEMO RPC Board of Directors. As well as a moment of silence for Mr. Carl Talley, former City of Jackson City Administrator.

Chairman Mullins asked for a motion to approve the agenda. Commissioner Nelson moved to approve the agenda; Mr. England seconded the motion; motion carried.

Following introductions, the Chairman requested approval of the **minutes** of the October 24, 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 November 15, 2017 were provided to the membership prior to the meeting. Commissioner Nelson moved the financial statements be approved as presented; Mr. England seconded the motion; motion carried.

Chairman Mullins asked for a motion to approve the revised FY17 Budget. Commissioner Wengert moved to approve the FY17 revised Budget. Mr. Toma seconded the motion; motion carried.

Chairman Mullins introduced the **new RPC Executive Director**, Mr. Barry Horst. He stated Mr. Horst will start employment on January 1, 2018.

PUBLIC NOTICE

Southeast Missouri Regional Planning Commission, Perryville, Mo. is applying for a grant for the **Southeast Missouri Economic Development District Program**, in the amount of \$343,333.

BUSINESS

Mr. Buchheit reported 90% of the **Fiscal Year 2018 dues** have been received. He stated that delinquent letters will go out in February.

Ms. Seabaugh reported on the **Revolving Loan Fund (RLF) Program**. The RLF has about \$412,000 available for lending. She added that we did receive a loan application for \$100,000.

Ms. Seabaugh stated the FY15 **Region E Homeland Security Grant (HSOCE)** is complete and the remaining funds in the amount of \$7.25 was sent back to the state. The FY16 grant is 43% drawn down, with no anticipated issues in expending the funds by the August 31, 2018 deadline. The FY17 Budget is set and funds can now begin to be drawn down.

David Grimes reported on the status of **EPA regulations regarding ground-level ozone**. Mr. Grimes stated six of seven counties are designated as non-attainment/unclassifiable. St. Francois County has

not yet received their designation. He added the Volkswagen settlement funds in the amount of \$41 million will be available for projects with diesel engines.

Mr. Buchheit stated that Mr. Norm Lucas from Park Hills has resigned and his position as a board member will need to be filled. It was recommended to table this discussion until next meeting.

STAFF REPORTS

During staff reports, Mr. Steele stated he is working on the Annual Progress Report that is due December 31, 2017.

Mr. Tanz stated if the county/community plan to participate in the LUCA program, the training deadline sign-up is this Friday December 15, 2018.

Ms. Palmer stated the annual audit will be held December 18-December 22, 2017 here at the RPC office.

Mr. Buchheit thanked everyone for all the support over the years.

Chairman Mullins reported for your information that Mr. Doug Friend would be resigning as the City Administrator of Fredericktown. A job opening with description will be posted on the City of Fredericktown's website at www.cityoffredericktownmo.org

In Other Business, Ms. Donna Hickman; representative from Congressman Jason Smith's office presented a Congressional Record to honor Mr. Chauncy Buchheit for his retirement with the SEMO RPC.

The next meeting will be scheduled for Tuesday, January 23, 2017 at 2:00 p.m. at the SEMO Regional Planning Commission, Perryville, Missouri.

Chairman Mullins declared the meeting adjourned at 2:33 p.m.

Respectfully submitted,

Garry Nelson
Secretary

Patrick Mullins
Chairman

Rebecca Pecaut
Executive Assistant