

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

**Monthly Meeting Minutes  
May 22, 2018**

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 22, 2018 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                                   |
| Randy Bahr      | Associate Commissioner       | Ste. Genevieve County                          |
| Travis Elfrink  | Presiding Commissioner       | Bollinger County                               |
| Bob Mooney      | Presiding Commissioner       | Madison County                                 |
| Robert Lourwood | Mayor                        | City of Ironton                                |
| Dennis Parks    | Mayor                        | City of Leadwood                               |
| Martin Toma     | City Administrator           | City of Ste. Genevieve                         |
| James Settle    | City Administrator           | City of Fredericktown                          |
| Alan Williams   | Administrative Assistant     | City of Bismarck                               |
| Steve Williams  | Designated Representative    | City of Cape Girardeau                         |
| Van Robinson    | CEO                          | Citizens Electric                              |
| Scott Sattler   | Executive Director           | Perry County Economic<br>Development Authority |
| Donna Martin    | Government Loan Specialist   | First State Community Bank                     |
| Van Robinson    | CEO                          | Citizens Electric                              |
| John Singleton  | Designated Representative    | Black River Electric                           |
| Barry Horst     | 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                                       |
| Erica Palmer    | Fiscal Officer               | SEMO RPC                                       |
| Becca Pecaut    | Executive Assistant          | SEMO RPC                                       |

Following the Pledge of Allegiance, Chairman Mullins requested a motion to approve to amend the agenda. Commissioner Elfrink moved to amend the agenda. Mr. Toma seconded the motion; motion carried.

Chairman Mullins asked for a motion to approve the amended agenda. Mr. Toma moved to approve the amended agenda; Commissioner Bahr seconded the motion; motion carried.

Following introductions, the Chairman requested approval of the **minutes** of the April 24, 2018 monthly meeting. Commissioner Wengert moved the minutes be approved as presented; Commissioner Bahr seconded the motion; motion carried.

The **Treasurer's reports** as of April 15, 2018 were provided to the membership prior to the meeting. Mr. Singleton moved the financial statements be approved as presented; Commissioner Elfrink seconded the motion; motion carried.

Presentation and request for adoption of the Fiscal Year 2017 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 44; this opinion is on the internal controls over financials reporting. He stated the RPC has a very strong internal control system. Opinion 3 is on page 46; 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. Mr. Buerck moved to accept the FY2017 Audit. Commissioner Bahr seconded the motion; motion carried

## **BUSINESS**

Mr. Horst reported 97% of the **Fiscal Year 2018 dues** have been received.

Ms. Seabaugh reported on the **Revolving Loan Fund (RLF) Program**. The RLF has about \$350,000 available for lending. She stated she met with two businesses for potential loans. She added she completed and submitted the semi-annual reports. Ms. Seabaugh also reported on what the RLF program has done over the years, she stated over the 20-year life of the RLF program, the RPC has loaned approximately \$5.5 million over 72 loans. This has leveraged \$46.9 million in private and public funding. It has saved or created 1193 jobs. The negative side is the average loss is about 15% of the loans made, the national average is 1%, however these are gap financing loans.

Ms. Seabaugh stated the FY16 **Region E Homeland Security Grant (HSOCE)** is 55% drawn down, with no anticipated issues in expending the funds by the August 31, 2018 deadline, as there are orders on hand. FY17 is 66% drawn down as there are not many expenditures at this time.

Mr. Grimes reported on the status of **EPA regulations regarding ground-level ozone**. Mr. Grimes stated air is bad, as there was an exceedance in the Kansas City area.

Chairman Mullins requested **approval for a resolution** authorizing application for funding under the U.S. Environmental Protection Agency Diesel Emission Reduction Act Program. Application deadline is June 12, 2018. Mr. Toma moved to approve the resolution. Mr. Robinson seconded the motion; motion carried.

Mr. Horst reported on the possible **time change for the monthly RPC meetings**. He stated we are trying to find ways to make the meetings more meaningful and would like to consider changing the time of the meetings up an hour which would have the RPC starting at 1pm instead of 2pm. Commissioner Mooney suggested we table this topic to the June's meeting giving the members time to think and consider this change.

Mr. Christian reported on the **Amended Transportation Advisory Council (TAC) Bylaws**, stating he made changes to the Bylaws from the previous meeting. The revisions state the TAC representatives

can amend the bylaws but the amendments must be on the agenda to get approval to amend the bylaws. He also stated that he would send out an email requesting the TAC appointees. Mr. Toma moved to approve the TAC Bylaws. Commissioner Wengert seconded the motion; motion carried.

Mr. Christian gave a presentation on the **Greenway Master Plan**. He explained that he did a master plan for the City of Perryville.

## **STAFF REPORTS**

During staff reports, Mr. Grimes stated the Certified Development Company project is moving ahead. He stated if anyone is interested in the organization and would like to sit on the board to let him know.

Mr. Balsman stated he was working with Perry County on prioritizing roads for future paving needs.

Ms. Seabaugh reported that earlier this month she, Mr. Grimes, and Mr. Christian met with Regional EPA and a Consulting group called Skeo. She stated they are looking at putting EPA in an Economic Development seat, focusing on environmentally impacted communities in St. Francois County.

Mr. Christian stated there will be a 10% Gas Tax increase for four years coming up on the ballot.

The next meeting will be scheduled for Tuesday, June 26, 2018 at 2:00 p.m. at the SEMO Regional Planning Commission, Perryville, Missouri. Lunch will be served.

Chairman Mullins declared the meeting adjourned at 3:00 p.m.

Respectfully submitted,

Garry Nelson  
Secretary

Patrick Mullins  
Chairman

Rebecca Pecaut  
Executive Assistant