

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

**Monthly Meeting Minutes
October 22, 2019**

The regular monthly meeting of the Southeast Missouri Regional Planning and Economic Development Commission was called to order by Chairman Patrick Mullins at 1:00 p.m., on Tuesday, October 22, 2019 in the Commission's meeting room at 1 West St. Joseph Street in Perryville, Missouri.

Executive Board

Patrick Mullins – Chairman, present
Garry Nelson – Secretary, present

John Singleton – Vice Chairman, present
Jay Wengert – Treasurer, present

Board of Directors:

Leo Arnzen- Bollinger County – present
Darrel Bostic – City of Marble Hill – absent
Clint Tracy – Cape Girardeau County - absent
Scott Meyer – City of Cape Girardeau – absent
Jim Scaggs – Iron County –absent
Robert Lourwood- City of Ironton – absent
Kelly Korokis- City of Fredericktown – absent
Greg Beavers – City of Farmington – present
Paul Hassler – City of Ste. Genevieve – absent
Keri McCrorey – East Missouri Action Agency, Workforce – absent
Stephen Williams – City of Cape Girardeau, Minority Rep – present

Members Present:

Randy Bahr – Ste. Genevieve County
Joe Gettinger – Ste. Genevieve County
Larry Kemp – Madison County
Charlie Schoen – Oak Ridge
Martin Toma – City of Ste. Genevieve
David Wood – City of St. Mary

Others Present:

Representative Dale Wright
Representative Rick Francis
Sandra Cabot – Ste. Genevieve Economic
Development & Tourism
Scott Sattler- Perry Co. Economic
Development
Leslie Herbst – Congressman Jason's Smith
Donna Martin – First State Community Bank
Mandi Brink – SEMO Port
Pam Deneke - PCBDD
Shad Burner – Missouri DED

Staff Members Present:

Drew Christian – Deputy Director
Stan Balsman – GIS Director
Becca Pecaut – Executive Assistant

Jeremy Tanz – Executive Director
Erica Palmer – Fiscal Officer

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

Following introductions, the Chairman requested approval of the **minutes** of the September 24, 2019 Annual Dinner meeting. Mr. Singleton moved the minutes be approved as presented; Commissioner Scaggs seconded the motion; motion carried.

The **Treasurer's reports** as of October 2019 were provided to the membership prior to the meeting. Mr. Singleton moved the financial statements be approved as presented; Commissioner Nelson seconded the motion; motion carried.

BUSINESS

Mr. Tanz reported 89% of the **Fiscal Year 2020 dues** have been received. Reminder letters will go out to the Cities/Counties in December.

Mr. Tanz stated that we are due for our EDA Peer Review as part of our EDA Funding Grants. One of the questions on the review is requesting the percentage of board members attending our meetings. He stated although we keep our sign in sheets and keep attendance on our meeting minutes, we needed a spreadsheet to keep track at the percentage. We put together a spreadsheet for Fiscal Years 18-19 to calculate the percentage. Board of Directors attendance was 42.5% in FY18 and 44.5 % in FY 19, also 26% of the whole membership were in attendance in FY19. Mr. Tanz stated that the staff has been together a suggestion list for items to be discussed at future meeting and would like further input from the Commission.

Ms. Pecaut reported on the **Revolving Loan Fund (RLF) Program**. The RLF has about \$360,000 available for lending for small businesses interested in startup or expansions. She added an application has been received for \$100,000 and is currently being reviewed. There has also been discussion with two entities for applications totaling approximately \$187,000. Hopefully those applications will be in by the next semi-annual report which is due in March. The fiscal year-end semi-annual report will be submitted by the end of this month.

Ms. Pecaut stated the FY17 **Region E Homeland Security Grant** (HSOCE) is 99% drawn down. An extension was requested prior to the end of the award so the last \$400 didn't have to be deobligated. The extension is until December 31, 2019. The FY18 is 35% drawn down with an August 31, 2020 deadline for expenses. An extension may be filed due to a recipient relinquishing funds for a project change in scope. The FY19 award was for \$121,078.67 and allocated as follows: Sikeston HSRT \$9,848.73, Cape CERT \$40,000.00 Cape CERT \$23,694.29, Cape InOp \$10,784.00 and Jackson HSRT \$36,751.65. The next meeting date is January 16, 2020 at 11a.m. at Sikeston DPS.

Mr. Tanz reported on the status of **EPA regulations regarding ground-level ozone**. He stated our region is in good standing, with no exceedance. We have one week left in the season. Monitors that are in Bonne Terre and in Farrar have read numbers in the 60s which in within our standard.

STAFF REPORTS

During staff reports, Ms. Palmer stated she is working on closing out the Fiscal Year and preparing for the Annual Audit.

Mr. Christian stated he is working on the Hazard Mitigation Plans; currently the contract for Cape Girardeau County. The Perry County Plan is at FEMA for final review. St. Francois County and Ste.

Genevieve County will follow. The TAC meeting will be held Wednesday October 30, 2019 at 11:30 at the Planning Commission Office.

Mr. Balsman stated he is working on Utility mapping.

Ms. Pecaut stated she is working on preparing state aid and working on Solid Waste Management quarterly reports. Ms. Pecaut also reported for Ms. Seabaugh and Ms. Yates who were not able to attend the meeting. Ms. Pecaut stated Ms. Seabaugh has completed TIF quarterly reports and began on the annual reports. She is also working on a few other Economic Development opportunities that are emerging in the region. She added Ms. Yates has two DRA projects that were funded: Cape Co. Rd. 330 improvements by Jackson Industrial Park. This is Cape County, City of Jackson, and MoDOT working together. The other project is Ste. Genevieve County Water Valve Installation, with the City and County PWSD#1 district working together.

The next meeting will be Tuesday, December 10, 2019 at 1:00 p.m. Due to the holidays this meeting will be a combined November/December meeting.

Commissioner Nelson moved the meeting be adjourned; Commissioner Bahr seconded the motion; motion carried. The meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Garry Nelson
Secretary

Patrick Mullins
Chairman

Rebecca Pecaut
Executive Assistant