

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

**Monthly Meeting Minutes
October 24, 2023**

The regular monthly meeting of the Southeast Missouri Regional Planning and Economic Development Commission was called to order by Vice-Chairman Singleton at 1:00 p.m. on Tuesday, October 25, 2022, in the Commission's meeting room at 1 West St. Joseph Street in Perryville, Missouri as well as via Zoom Conference Call.

Executive Board

Brent Buerck – Chairman – absent John Singleton - Vice Chairman – present
Randy Ruzicka – Secretary – present Jay Wengert – Treasurer – present

Board of Directors:

Leo Arnzen - Bollinger County - absent
Dr. Kimberly Baumann - Mississippi Lime Co. – absent
Greg Beavers - City of Farmington - absent
Harold Gallaher - St. Francois County - absent
Dr. Kenneth Haskins -City of Cape Girardeau - absent
Paul Hassler - City of Ste. Genevieve - absent
Kelly Korokis - City of Fredericktown - absent
Robert Lourwood - City of Ironton - absent
Keri McCrorey - East Missouri Action Agency, Workforce - via zoom
Jim Scaggs - Iron County - present
Clint Tracy - Cape Girardeau County - absent
Trey Wiginton - City of Marble Hill - absent

Members Present:

Keith Hoehn - Perry County Commission
Happy Welch- City of Ste Genevieve
Rodney Bollinger- City of Jackson
Don England- Village of Oak Ridge
Mike Sauer- Perry County Commission
Ashley Baudendistel- City of Fredericktown
David Kater- St. Francois County Commission
James Settle- City of Fredericktown
Zach Franklin- City of Park Hills

Others Present:

Scott Sattler- Sattler & Associates
Heath Robbins- via zoom
Matt Bain- via zoom

Staff Present

Jeremy Tanz - Executive Director
Drew Christian - Deputy Director
Margaret Yates - Grant Administrator
Erica Palmer- Fical Officer
Leslie Seabaugh- Regional Planner
Alex Rios – Environmental Planner
Kara Johnston – Administrative Assistant
Sarah Brown- GIS Specialist
Daniel Winningham- Regional Planner
Lydia Keller- Grant Administrator

Vice-Chairman Singleton called me meeting to order at 1:00 PM.

The Pledge of Allegiance was said.

Vice-Chairman Singleton asked for introductions. Introductions followed.

Vice-Chairman Singleton requested a motion to approve the **agenda**; Mr. England made the motion, Commissioner Ruzicka seconded the motion; motion carried.

Vice-Chairman Singleton requested approval of the **minutes** of the September 27, 2022, monthly meeting. Commissioner Wengert moved to approve the minutes as presented; Mr. England seconded the motion; motion carried.

The **Treasurer's reports** for the period ending October 15, 2023, was provided to the membership. Vice-Chairman Singleton requested approval of the Treasurer's reports. Mr. Welch moved the financial statements be approved as presented; Mr. England seconded the motion; motion carried.

BUSINESS

There was a discussion of Personnel Committee, Budget Committee, and Board of Directors nominations or volunteers. In this discussion it was decided that it would be best for the Chairman, Mr. Buerck, to appoint a nominating committee for each of these committees.

Mr. Tanz then presented a resolution authorizing application for funding for the DERA program. There are no applications currently however, the resolution is needed for the Regional Planning Commission to help with or apply for funding on behalf of municipalities. Funding cycle is open now and closes early December. Commissioner Ruzicka moved to pass the resolution authorizing application for funding for the DERA programs, Commissioner Scaggs seconded the motion; motion carried.

Mr. Tanz presented another resolution authorizing the purchase of additional property adjacent to existing facility in Bonne Terre, MO. This would be in conjunction with St. Francois County IDA. The property is 2.48 acres with a cost of \$7,500/acre. Mrs. Palmer informed the group that there is enough in the secondary facility fund to cover the cost of this without taking out grants or loans. Commissioner Scaggs moved to pass the resolution for purchase of additional property in Bonne Terre, MO, Commissioner Sauer seconded the motion; motion carried.

Mrs. Yates and Mr. Tanz reported on grant calls. RTP is opening in December and there is currently one application lined up. CDBG competitive cycle is in April, and we have 3 lined up. They are doing CDBG '23 and '24 together so they can get back on cycle. Mrs. Yates and Mr. Tanz informed the group when they are speaking to contractors, they need to be mindful of Build America Buy America (BABA). November 16th is the close of the State and Local cyber Security grant call. DRA has a strategic planning program which is \$25,000 to \$100,000 with no match requirement.

Mr. Tanz reported on Broadband activities. Final report should be complete by the end of the month (October). There will be public comment period for the plan for BEAD funding starting this month.

Mr. Tanz reported on FY23 dues. All dues are 99% paid.

Mr. Tanz reported on RLF activities. Ms. Seabaugh and Mrs. Palmer are currently at a loan closing. We have about \$45,000 available currently with \$20,000 revolving per month. There is one application pending. As soon as funds come in, we will make that loan also.

Mr. Tanz gave the report on the Regional Homeland Security Oversight Committees. FY21 has been extended but is 80% drawn down. FY22 is 45% drawn down with invoices still out. They are still looking for a CERT coordinator if anyone has any suggestions email Ms. Seabaugh.

Staff Reports

Mr. Christian: Transit plan was submitted to MoDOT with revisions expected in the next week. Hazard Mitigation plans are coming up for everyone but Madison County. All other plans expire April of 2025. Once contracts are available Mr. Christian will be asking for extensions on all plans. MPO is looking at TIP updates. Prioritization process for STIP and unfunded needs will be starting again soon. Mr. Christian will be flying the drone for two local events soon; Octoberfest for Jackson and Pecanapalooza for Ste Genevieve.

Ms. Seabaugh: Working on consolidation of the defederalized RLF loan accounts. There is currently \$103,000 available for lending in the RLF. Also working on CARES annual report. Ms. Seabaugh also gave update for Homeland Security. FY21 is set to close out by then end of the year. FY 22 is 61% drawn down deadline for this one is August 31, 2024. FY23 was just awarded there is \$162,000 available for the region. These funds should be available beginning in January.

Mrs. Palmer: Working on close out of FY23. Also preparing for NBP audit.

Ms. Keller and Mrs. Yates: Working on 3 LWCF applications. CBDG Industrial development grants. Also working closely with Glen Allen for their flood buy out. This will include over 40 properties and estimate over \$6 Million.

Ms. Brown: Working on Perryville utility updates. Working with Drew on the Cape/Jackson MPO project. Also been doing maps of parks for Margaret/Lydia for the LWCF applications.

Ms. Johnston: Put together and mailed Deed of Trusts for Solid Waste Management District. Helping Margaret/Lydia with grant application related projects. General clerical duties.

Ms. Rios: Working on SWMD quarterly/annual reports. Working on air quality/ozone readings. Helping Margaret with reports for the Leadwood application.

Mr. Winningham: Working on Ste Genevieve comp plan, some sections have been sent to the city for review. There will be a meeting with the city officials early November.

Mr. Tanz: Mr. Tanz is nominated for the President position on MACOG board.

Reports from State and Federal Partners

Keri McCCorey: October 1 marked the new fiscal year which means energy assistance is available October for Disabled and Elderly and November for everyone else. The amount of energy assistance has been lowered to pre-covid amounts.

Other Business

The next meeting was scheduled for December 12, 2023 @ 1:00 p.m

Mr. Ruzicka moved to adjourn the meeting; Mr. England seconded the motion; motion carried meeting adjourned at 1:47 pm

Respectfully submitted,

Randy Ruzicka, Secretary

Brent Buerck, Chairman