

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

**Monthly Meeting Minutes  
March 26, 2024**

The regular monthly meeting of the Southeast Missouri Regional Planning and Economic Development Commission was called to order by Vice-Chairman John Singleton at 1:00 p.m. on Tuesday, March 26, 2024, 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 - present  
Dr. Kimberly Baumann - Mississippi Lime Co. – absent  
Greg Beavers - City of Farmington - absent  
Harold Gallaher - St. Francois County - absent  
Stacy Kinder -City of Cape Girardeau - present  
Paul Hassler - City of Ste. Genevieve - absent  
Travis Parker - City of Fredericktown - absent  
Robert Lourwood - City of Ironton - absent  
Keri McCrorey - East Missouri Action Agency, Workforce – ZOOM  
Jim Scaggs - Iron County - present  
Clint Tracy - Cape Girardeau County -absent  
Trey Wiginton - City of Marble Hill – present  
Mike Sauer- Perry County Commission- absent

**Members Present:**

Keith Hoehn - Perry County Commission  
Happy Welch- City of Ste Genevieve  
Mark Marberry- Ste Genevieve County Commission  
Larry Kemp- Madison County Commission  
Heather Garner- SEEDS- ZOOM  
Crystal Jones- Perry County EDA

**Others Present:**

Sandra Cabot- Missouri DED- ZOOM  
Scott Sattler- Sattler & Assc.  
Madison Baker- Congressman Smith's Office- ZOOM  
Debbie Colyott- Congressman Smith's Office- ZOOM  
Deborah McCarver- City of Leadington- ZOOM  
Chris Crocker- MoDOT  
Regan Krummer- Missouri DHSS

Sarah Young- Missouri DHSS  
Jollyn Tyryfter- University of Missouri Extension  
Tayor March- Missourians for Responsible Transportation

### **Staff Present**

Jeremy Tanz - Executive Director  
Drew Christian - Deputy Director  
Margaret Yates - Grant Administrator  
Erica Palmer- Fiscal Officer  
Alex Rios – Environmental Planner  
Kara Johnston – Administrative Assistant  
Sarah Brown- GIS Specialist  
Daniel Winningham- Regional Planner  
Lydia Rellergert- 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. Welch made the motion, Commissioner Ruzicka seconded the motion; motion carried.

Vice-Chairman Singleton requested approval of the **minutes** of the February 27, 2024, monthly meeting. Commissioner Scaggs moved to approve the minutes; Commissioner Wengert seconded the motion; motion carried.

The **Treasurer's reports** for the period ending March 15, 2024, was provided to the membership. Checkbook Balance is \$329,595.14 and Accounts Receivable is \$66,720.94. Vice-Chairman Singleton requested approval of the Treasurer's reports. Commissioner Ruzicka moved the financial statements be approved as presented; Mr. Welch seconded the motion; motion carried.

### **BUSINESS**

Regan with Missouri Department of Health and Senior Services came to the group to speak about the upcoming SPAN (State Physical Activity and Nutrition) grant. This is a 5 year grant that the department is wanting to work with the RPC to focus on safer walking/biking active transportation. The focus is on Iron, St. Francois and Cape Girardeau counties. This is a cost reimbursable project. There is \$2,000 for the first year and \$4,000 for the 2<sup>nd</sup> year for implementation. This is transportation focus sidewalks. Getting someone from point A to point B. Wanting to have a community selected by the RPC by June for the first year.

The Affirmative Action Plan was presented to the board for approval. Mr. Tanz did discuss with the board that it is no longer an EDA requirement and some RPCs have just moved it to their personnel policy. Commissioner Scaggs moved to accept the Affirmative Action Plan as written, Commissioner Kemp seconded; motion carried.

Next the work from home policy was reviewed. Mr. Tanz stated that this policy was drafted for two reasons one, the RPC did not have a work from home policy in place since adoption this option during Covid. Two, this is to ensure fairness across the board for employees. Upon review by the board Mr. Welch moved to accept the policy as written, Commissioner Wengert seconded the motion; motion passed.

Mrs. Rellergert reported on grant calls/activity. Mrs. Rellergert and Mrs. Yates attended DRA training in Memphis where they learned about the completely revamped portal. Mrs. Rellergert said CDAP announced today \$17 Million in funding for the whole Delta Region. Missouri usually gets about \$9 Million- \$11 Million. CDBG has no official date for the '23/'24 grant cycle but they are hoping for May.

### **Reports from State and Federal Partners**

Sandra Cabot- March 13<sup>th</sup> they had an open house for DRA in Sikeston. Strategic Planning for counties, DRA will pay 100% of cost with no match.

Madison Baker/Debbie Coylott- The Congressman is currently in Africa but plans to be back for the Eclipse. He will be meeting with some communities while he is here.

### **Staff Reports**

Mr. Christian: TAP deadlines are as follows: MoDOT need anything on their right of way by April 5<sup>th</sup> to review and the official deadline is April 25<sup>th</sup>. This is a \$100,000 minimum federal request and a \$600,000 maximum Federal request. TAP does require and LPA which you can do online. Mr. Christian has completed the 5 county HazMit contracts. There was not much extension given so he is running on a tight 3-7 month window for drafts. Mr. Christian also reminded everyone of the SWOT CEDS review following this meeting scheduled to start at 2pm.

Mrs. Palmer: Preparing financials for audit, which we will hopefully have a draft for at the April meeting and regular fiscal duty.

Ms. Keller: Glenallen buyout is HUGE but seems to be going well. Working on one road project. Just getting ready for the upcoming application season to start.

Ms. Brown: Changes to hosted webmaps, Perryville updates and traffic counts for Perryville road study.

Ms. Johnston: general clerical things and helping Ms. Keller with Glenallen Buyout documents.

Ms. Rios: SWMD changes, and contract documents

Mr. Wunningham: Ste Gen Comp plan, should be completed in next couple weeks.

Mr. Tanz: Mr. Tanz sat in on a FEMA/SEMA listening session where Glenallen was brought up in regard to removing houses/housing with no plan or way to replace them. Mr. Tanz reported the house is trying to remove planning partnership funds from the federal budget. This would greatly impact the amount we are able to do for our communities.

### **Other Business**

The question was brought up about the TechHub application. Mr. Tanz reported that he has not heard anything and it will be May or June before the award is announced.

Vice-Chairman Singleton reminded everyone of the CEDS SWOT results meeting following this meeting scheduled at 2:00 pm.

The next meeting was scheduled for April 23, 2024 @ 1:00 p.m.

Commissioner Ruzicka moved to adjourn the meeting; Mayor Wiginton seconded the motion; motion carried meeting adjourned at 1:48 pm

Respectfully submitted,

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Randy Ruzicka, Secretary

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Brent Buerck, Chairman