

AGENDA
Thursday, October 25, 2018

6:15pm – Personnel Meeting

(Doug Sutton, Bob Stiens, Lorie Carlson, Adam Stanton, Ben Lipiec and Ted Findley)

7:00pm – RCOG Executive Board Meeting

Posted October 19, 2018

- I. Call to Order
- II. Roll Call
- III. Introduction of New Board Officers
- IV. Approve Agenda
- V. Approve August 23, 2018 and September 27, 2018 (Annual Meeting) Minutes
- VI. Approve August and September 2018 Treasurer's Reports
- VII. Committee Report
 - a. Personnel Committee Report
(The board of directors of the Northwest Regional Council of Governments may vote to close the meeting pursuant to RSMo 610.21 (1), 610.021 (2), or 610.021 (3))
 - b. Approve Health Insurance Renewal
- VIII. Old Business
 - a. Approve Comprehensive Economic Development Strategy (CEDs) Plan (Action Agenda Item #1)
- IX. New Business
 - a. Approve King City Water Emergency Environmental Review Contract - \$5,000 - (Action Agenda Item #2)
 - b. Approve Grant City Wastewater Environmental Review Contract - \$5,000 – (Action Agenda Item #3)
 - c. Approve King City Water Emergency Grant Administration Contract - \$28,816 – (Action Agenda Item #4)
 - d. Approve New Check Signers – (Action Agenda Item #5)
- X. Staff Reports
- XI. Interim Director's Report
- XII. Closed Session (If needed)
(The board of directors of the Northwest Regional Council of Governments may vote to close the meeting pursuant to RSMo 610.21 (1), 610.021 (2), or 610.021 (3))
- XIII. Adjourn

*If you require any accommodations (i.e. qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at 660.582-5121 no later than 48 hours prior to the commencement of the meeting.

NORTHWEST MISSOURI REGIONAL COUNCIL OF GOVERNMENTS
RCOG Board Minutes
October 25, 2018, 7:00pm

Call to Order

Doug Sutton, Chairperson called the meeting to order at 7:00pm at the Regional Council office.

Roll Call

There were 10 members present, constituting a quorum.

Introduction of New Board Officers

Jerri Dearmont introduced the new board officers for a two-year term: Lorie Carlson, Chairperson, Adam Stanton, Vice-Chairperson; Regan Nonneman, Secretary and Bob Stiens, Treasurer.

Jerri Dearmont extended a "Thank You" to Doug Sutton and Jack Baldwin for serving eight years each in various officer positions on the Executive Board. New Chairperson, Lorie Carlson resumed the meeting.

Approve Agenda

No changes to the October agenda. Mark Sitherwood motioned to approve the October agenda as presented, seconded by Doug Sutton. Motion passed (10 ayes; 0 nays).

Approve August 23, 2018 and September 27, 2018 (Annual Dinner) Minutes

The August 23, 2018 and September 27, 2018 minutes were previously emailed to the members and made available at the meeting. With no corrections, Adam Stanton motioned to approve the minutes as presented, seconded by Doug Sutton. Motion passed (10 ayes; 0 nays).

Approve August and September 2018 Treasurer's Report

The August and September 2018 treasurer's reports were emailed and made available at the meeting. Jerri Dearmont reviewed the financials ending August and September 2018. The August 31, 2018 year-to-date Revenues and Expenses ended with a net loss of \$9,816.08. The August monthly budget fell short by \$6,756.73. The September 30, 2018 year-to-date Revenues and Expenses ended with a net loss of \$13,725.33. The September monthly budget fell short by \$3,909.25. Local Assessments were mailed to all communities in the five-county region and to date, 60% have been received. The end of the first quarter, the overall budget is at 21% of 25%. Bob Stiens motioned to approve the August and September 2018 Treasurer's Reports, seconded by Ben Lipiec. Motion passed (10 ayes; 0 nays).

COMMITTEE REPORTS

Personnel Committee Reports

- a. Bob Stiens, Personnel Committee Chairman, reported the committee met prior to the Executive Board meeting tonight to discuss the Executive Director search. The committee asked Alice and Jerri to research what other RPC's recommendations may be in searching for a new director. Those ideas were discussed. Other discussion was held on separation of duties, so all staff are involved with all programs, except for the Job Center. The Personnel Committee decided to continue operating as is until April and then will decide at that time. Other discussion was holiday bonuses to each employee. Holiday bonuses were not included in the FY '19 budget due to budget restraints. With the increase of revenues from several projects being funded, the Personnel Committee recommended to grant the bonuses this year and this will reflect in the revised budget in June 2019.

- b. Health insurance for the employees will need to be renewed by the end of the year. The current BCBS plan will increase by 14.9%. A second option plan with BCBS was presented that has a higher deductible and less coverage. Discussion was held on increasing the employee's contribution from \$70 to \$100 per month. This contribution has not been increased for several years. Currently there are five employees on the health plan with possibly adding two more beginning January 1, 2019.

Adam Stanton motioned to continue with the current plan and raise the employee's contribution to \$100 per month beginning January 1, 2019, seconded by Ben Lipiec. Motion passed (10 ayes; 0 nays).

Old Business

Approve Comprehensive Economic Development Strategy (CEDS) Plan (Action Agenda Item #1)

Kim Mildward presented an overview of the completed CEDS Plan for 2018-2023. Ben Lipiec motioned to approve the final CEDS Plan and submit to EDA, seconded by Pat Walter. Motion passed (10 ayes; 0 nays).

New Business

Approve King City Water Emergency Environmental Review Contract – (Action Agenda Item #2)

The City of King City (Gentry County) experienced a drought-related matter this summer when their only source of water supply was depleting. The city applied to Missouri Department of Natural Resources (MoDNR) and Missouri Department of Economic Development (CDBG) for assistance to connect to DeKalb County Public Water Supply District #1. The city received funding from MoDNR in the amount of \$101,000 and a \$500,000 grant from Community Development Block Grant. The environmental review is required by both agencies before any work can commence. Adam Stanton motioned to approve the environmental review contract in the amount of \$5,000 with King City, seconded by Ben Lipiec (10 ayes; 0 nays).

Approve Grant City Wastewater Environmental Review Contract - (Action Agenda Item #3)

The City of Grant City (Worth County) is needing improvements to their wastewater system. The city hired Snyder & Associates as their engineer to perform the Preliminary Engineering Report that is complete. The city intends to apply for grant and loans through USDA Rural Development and Missouri Department of Economic Development (CDBG). The city is currently conducting a LMI Survey for eligibility through the CDBG program. The environmental review is required by both agencies before any work can commence. Doug Sutton motioned to approve the environmental review contract in the amount of \$5,000, seconded by Mark Sitherwood. Motion passed (10 ayes; 0 nays).

Approve King City Water Emergency Administration Contract - (Action Agenda Item #4)

The City of King City was awarded a Community Development Block Grant and will need to select a Grant Administrator. Per the new requirements with CDBG, if the city is in good standing with paying their local assessments with their RPC, advertising is waived, and the city may select their RPC to administer the grant. Approval is needed to enter into a contract with the City of King City, pending the city approval in the amount of \$28,816. Adam Stanton motioned to approve the King City Administration Contract with King City, seconded by Ben Lipiec. Motion passed (10 ayes; 0 nays).

Approve New Check Signers – (Action Agenda Item #5)

New RCOG Board Officers were appointed at the September 27, 2018 Annual Meeting. The bank signatures need to be updated to reflect the following signers: Add Lorie Carlson, Chairman and remove Mark Sitherwood. Other signers Bob Stiens, Treasurer; Doug Sutton, Board Member; and Jerri Dearmont, Interim Director will be authorized to sign checks on the Checking Account for a total of four signers. Regan Nonneman motioned to add Lorie Carlson and remove Mark Sitherwood, seconded by Gary Carlson. Motion passed (10 ayes; 0 nays).

Staff Reports

Staff reports were given by Kim Mildward, Rita Wallinga, Cassie Hasekamp and Amy Dowis. The Staff Report is available in the board packet.

Interim Executive Director’s Report

Jerri Dearmont reviewed her current projects. The next MACOG meeting is November 1 in Jefferson City. Currently conducting LMI surveys on four communities to see if they meet income eligibility to apply for funding with CDBG.

Closed Session

No closed session was needed.

Adjourn

With no other business, Ted Findley motioned to adjourn the meeting at 7:45pm, seconded by Regan Nonneman. Meeting adjourned. (10 ayes; 0 nays).

Lorie Carlson, Chairman

Regan Nonneman, Secretary

Members Present

- Lorie Carlson
- Gary Carlson
- Regan Nonneman
- Bob Stiens
- Adam Stanton
- Mark Sitherwood
- Ben Lipiec
- Doug Sutton
- Pat Walter
- Ted Findley

Staff Present

- Jerri Dearmont
- Kim Mildward
- Rita Wallinga
- Cassie Hasekamp
- Amy Dowis

Members Absent

- Derek Brown

Greg Book
Curtis Livengood
Martin Weatherd
Duane Nauman
Ryan Kingery
Ben Abplanalp
Jack Baldwin
Tyler Paxson