

AGENDA
Wednesday, December 12, 2018

6:00pm – Dinner
7:00pm – Regional Development Corporation Board Meeting
7:15pm – Regional Council Board Meeting

Nodaway County Administration Building
403 North Market Street
Maryville, MO 64468

Posted December 5, 2018

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approve October 25, 2018 Minutes
- V. Approve October and November 2018 Treasurer’s Reports
- VI. Old Business
 - a. None
- VII. New Business
 - a. Approve Transportation Advisory Committee STIP Priorities - (Action Agenda Item #1)
 - b. Approve Transportation Advisory Committee Maintenance Priorities – (Action Agenda Item #2)
 - c. Approve Transportation Advisory Committee, November 13, 2018 Minutes – (Action Agenda Item #4)
 - d. Approve Transportation Advisory Committee, August 21, 2018 Minutes – (Action Agenda Item #4)
 - e. Approve Forest City Grant Administrative Service Agreement - \$28,800 – (Action Agenda Item #5)
 - f. Approve Fiscal Year 2017-18 Regional Council Audit – (Action Agenda Item #6)
 - g. Approve 604b MoDNR Regionalization Contract – (Action Agenda Items #7)
- VIII. Staff Reports – Attached to Boardpacket
- IX. Interim Director’s Report
- X. 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))
- XI. 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 Open Board Minutes
December 12, 2018, 7:19pm

Nodaway County Administration Building, Conference Room, Maryville, MO

Call to Order

Lorie Carlson, Chairperson called the meeting to order at 7:19pm at the Nodaway County Administration Building Conference Room in Maryville, MO. Dinner was served.

Roll Call

There were 8 members present, constituting a quorum.

Approve Agenda

Approve Professional Development Expense – Steve Houts – (Action Agenda Item #8) was added to the agenda. Bob Stiens motioned to approve the December agenda with the additional Action Agenda Item #8, seconded by Regan Nonneman. Motion passed (8 ayes; 0 nays).

Approve October 25, 2018 Minutes

The October 25, 2018 minutes were previously emailed to the members and made available at the meeting. Gary Carlson motioned to approve the October 25, 2018 minutes, seconded by Mark Sitherwood. Motion passed (8 ayes; 0 nays).

Approve October and November 2018 Treasurer's Report

The October and November 2018 treasurer's reports were emailed and made available at the meeting. Alice Schieffer reviewed the financials ending October and November 2018. The October 31, 2018 year-to-date Revenues and Expenses ended with a net loss of \$10,196.48. The November 30, 2018 year-to-date Revenues and Expenses ended with a net loss of \$20,211.24. Grant Administration has played a significant role in the budget. Grant Administration's YTD Revenues are \$6,750, but it has had expenses of over \$35,000 YTD. The weather is playing a large role in holding up the grant administration projects, but the funds from the projects are expected to come in by the end of the fiscal year. FY'19 budget revision is currently showing a budget surplus of revenues over expenditures of approximately \$12,000.00 instead of deficit of \$59,545.00. Doug Sutton motioned to approve the October and November 2018 Treasurer's Reports, seconded by Mark Sitherwood. Motion passed (8 ayes; 0 nays).

Old Business

None

New Business

Approve Transportation Advisory Committee STIP Priorities – (Action Agenda Item #1)

The Transportation Advisory Committee (TAC) met in November 2018 for the Statewide Transportation Improvement Plan (STIP) prioritization for Atchison, Gentry, Holt, Nodaway, and Worth Counties. The STIP priorities provide recommendations for which construction projects, MoDOT will undertake in the next five years. The projects can cover highways and bridges, transit, aviation, rail, waterways, bicycle, pedestrian, and other projects. The list of the FY'19 Regional Council STIP Priorities were emailed and made available at the meeting. Regan Nonneman motioned to approve the Transportation Advisory Committee STIP Priorities as presented, seconded by Bob Stiens. Motion passed (8 ayes; 0 nays).

Approve Transportation Advisory Committee Maintenance Priorities – (Action Agenda Item #2)

It is the responsibility of TAC to prioritize maintenance needs of Atchison, Gentry, Holt, Nodaway, and Worth Counties and provide these recommendations to MoDOT. Maintenance needs are for low volume roads and bridges that have an average daily traffic count of less than 400 vehicles per day. The list of maintenance priorities, per county, as determined by the TAC November 13, 2018 meeting, were emailed and made available at the meeting. Regan Nonneman motioned to approve the Transportation Advisory Committee Maintenance Priorities as presented, seconded by Doug Sutton. Motion passed (8 ayes; 0 nays).

Approve Transportation Advisory Committee, November 13, 2018 Minutes – (Action Agenda Item #3)

Minutes from the Transportation Advisory Committee Meeting on November 13, 2018 were emailed and made available at the meeting. Gary Carlson made a motion to approve the Transportation Advisory Committee November 13, 2018 Minutes, seconded by Mark Sitherwood. Motion passed (8 ayes; 0 nays).

Approve Transportation Advisory Committee, August 21, 2018 Minutes – (Action Agenda Item #4)

Minutes from the Transportation Advisory Committee Meeting on August 21, 2018 were emailed and made available at the meeting. Doug Sutton made a motion to approve the Transportation Advisory Committee August 21, 2018 Minutes, seconded by Mark Sitherwood. Motion passed (8 ayes; 0 nays).

Approve Forest City Grant Administrative Service Agreement - \$28,800 – (Action Agenda Item #5)

The City of Forest City was awarded a Community Development Block Grant and has selected Northwest Missouri Regional Council of Governments as their 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. There must be approval to enter into a contract with the City of Forest City and allow the interim executive director to sign the contract. Gary Carlson motioned to approve Forest City Grant Administrative Service Agreement of \$28,800, seconded by Regan Nonneman. Motion passed (8 ayes; 0 nays).

Approve Fiscal Year 2017-18 Regional Council Audit – (Action Agenda Item #6)

The Regional Council is required to conduct an audit of the Council's financial statements. At the March 23, 2017 Regional Council board meeting, Arthur White and Associates, LLC, was approved to conduct the 2017, 2018 and 2019 annual audits. Initial field work was conducted by auditor Art White on August 20-21, 2018. The report has been received from said auditing firm, has been reviewed and was presented to the Regional Council executive board at the meeting. Alice Schieffer, Fiscal Officer went through the FY 17-18 audit with the board, noting that auditors found no deficiencies and that the financial statements are fairly stated, in all material respects. Bob Stiens made a motion to approve the Fiscal Year 2017-18 Regional Council Audit, seconded by Doug Sutton. Motion passed (8 ayes; 0 nays).

Approve 604b MoDNR Regionalization Contract – (Action Agenda Item #7)

The Regional Council was awarded a 604b-Water Quality Management Grant to assist the towns of Graham, Maitland, and Skidmore with a feasibility study related to the potential establishment of a regional wastewater system in Nodaway and Holt Counties. The feasibility study will look at four alternatives related to wastewater management for the towns including: (1) the potential to interconnect the three waste water management systems for improved wastewater management quality; (2) the construction of a single wastewater management system to provide improved wastewater management quality for the Nodaway-Holt area; (3) the potential to form a wastewater district to share in the administration and operations of the waste management system in the Nodaway-

Holt area; (4) a combination of the above listed alternatives. Gary Carlson motioned to approve the 604b MoDNR Regionalization Contract, seconded by Mark Sitherwood. Motion passed (8 ayes; 0 nays).

Approve Professional Development Expense – Steve Houts – (Action Agenda Item #8)

Steve Houts requested approval to attend Geospatial Technology Training Workshop – Essentials of ArcGIS, which will be held in Ames, IA on January 10-11, 2019. The cost for registration, lodging, mileage and meals is \$920.00. Mark Sitherwood motioned to approve the professional development expense for the GIS Training, seconded by Doug Sutton. Motion passed (8 ayes; 0 nays).

Staff Reports

Staff reports were given by Amy Dowis and Rita Wallinga. The Staff Report was available in the board packet to each member in attendance.

Interim Executive Director’s Report

Jerri Dearmont presented Certificates of Appreciation for Mark Sitherwood (10 years) and Ted Findley (7 years). Jerri Dearmont reported on the following: 1) On December 6, 2018, with RCOG’s assistance, the City of Maryville was awarded \$10.4 million BUILD Grant; 2) MoDNR 604b was also awarded on December 6, 2018; 3) Board replacements will need to be made - EDA requires more businesses to be represented on the board.

Closed Session

No closed session was needed.

Adjourn

With no other business, Ted Findley motioned to adjourn the meeting at 7:56pm, seconded by Regan Nonneman. Meeting adjourned (8 ayes; 0 nays).

Lorie Carlson, Chairman

Regan Nonneman, Secretary

Members Present

Bob Stiens
Tyler Paxson
Ted Findley
Doug Sutton
Mark Sitherwood
Gary Carlson
Lorie Carlson
Regan Nonneman

Staff Present

Jerri Dearmont
Kim Mildward
Rita Wallinga
Cassie Hasekamp
Amy Dowis
Steve Houts
Alice Schieffer

Members Absent

Curtis Livengood
Ryan Kingery

Adam Stanton
Duane Nauman
Greg Book
Derek Brown
Martin Weatherd
Jack Baldwin
Ben Lipiec
Ben Abplanalp
Pat Walter