

# AGENDA

**Thursday, May 24, 2018**

**7:00pm – RCOG Executive Board Meeting**

**Posted May 18, 2018**

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approve March 22, 2018 Minutes
- V. Approve March & April 2018 Treasurer's Reports
- VI. Old Business
  - a. None
- VII. New Business
  - a. Approve TAC May 1, 2018 Minutes (Action Agenda Item 1)
  - b. Approve Blueprint Grant Scores (Action Agenda Item 2)
  - c. Approve Transportation Title VI Policy (Action Agenda Item 3)
  - d. Discuss and approve Comprehensive Economic Development Strategy (CEDS) Plan (Action Agenda Item 4)
- VIII. Staff Reports
- IX. 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 Board Minutes**

**May 24, 2018 7:00pm**

- I. Call to Order**  
Lorie Carlson, Vice Chairperson called the meeting to order at 7:02pm at the Regional Council office, Maryville, MO.
- II. Roll Call**  
There were 7 board members present, constituting a quorum.
- III. Approve Agenda**  
There were two items added to the agenda: 1) FY '19 District Operations Contract and 2) FY '19 Plan Implementation Contract. Jack Baldwin motioned to approve the agenda with the two additions, seconded by Gary Carlson. Motion passed (7 ayes; 0 nays).
- IV. Approve March 22, 2018 Minutes**  
The March 22, 2018 minutes were previously e-mailed to the members and made available at the meeting. Regan Nonneman motioned to approve the minutes as presented, seconded by Ted Findley. Motion passed (7 ayes; 0 nays).
- V. Approve March & April 2018 Treasurer's Reports**  
The March and April 2018 treasurer's report was made available at the meeting. Alice Schieffer reviewed the financials ending March 31 and April 30, 2018. March ended with a deficit of ~\$4,800 with the year-end of ~\$2,700. April ending balance was ~\$2,400 with a year-end of ~\$291. Both revenues and expenses are at 77-78% and should be at 80%. Jack Baldwin motioned to accept the treasurer's reports as presented, seconded by Gary Carlson. Motion passed (7 ayes; 0 nays).
- VI. Old Business**  
None
- VII. New Business**
- a. Approve TAC May 1, 2018 Minutes (Agenda Action Item #1)**  
The TAC sub-committee met on May 1, 2018 (Minutes attached). The RCOG executive board will need to review and approve the minutes. Jack Baldwin motioned to approve the May 1, 2018 TAC minutes, seconded by Mark Sitherwood. Motion passed (7 ayes; 0 nays).
- b. Approve Blueprint Grant Scores (Agenda Action Item #)**  
The Blueprint grant applications for FY '19 were presented and scored at the May 1, 2018 TAC meeting. There were nine grants received. The RCOG executive board

will need to review and approve the results of the Blueprint Grant Scores from the TAC sub-committee (List of Grants Attached). Gary Carlson motioned to approve the FY '19 RCOG TAC Grant Scores, seconded by Regan Nonneman. Motion passed (7 ayes; 0 nays).

**c. Approve Transportation Title VI Policy (EEO) (Agenda Action Item #3)**

As part of our MoDOT contract, RCOG is required to implement an agency-wide Title VI Plan. The final plan has been posted on the RCOG website and Facebook page for a 30-day comment period. No comments were received. Gary Carlson motioned to approve the Transportation Title VI Policy, seconded by Jack Baldwin. Motion passed (7 ayes; 0 nays).

**d. Discuss and approve Comprehensive Economic Development Strategy (CEDS) Plan (See Agenda Action Item #4)**

This action item was tabled due to not being completed. Once completed and approved, the plan will be posted for a 30-day comment period before submission to EDA. This action item will be approved at the June 2018 RCOG board meeting.

**e. Approve FY '19 District Operation Contract (See Agenda Action Item #5)**

The FY '19 District Operations contract was presented for approval. This contract is an annual contract, renewable for a five year period. The contract amount is \$40,000 each year. Mark Sitherwood motioned to approve the FY '19 District Operations Contract, seconded by Jack Baldwin. Motion passed (7 ayes; 0 nays).

**f. Approve FY '19 Plan Implementation Contract (See Agenda Action Item #6)**

The FY '19 Plan Implementation contract was presented for approval in the amount of \$7,500. The Solid Waste District approved the following tasks for FY '19: 1) Two home composting workshops in the region; 2) Survey schools with greenhouses to offer training and composters; 3) Maintain the website for public outreach and education and 4) Continue to support the advertising and outreach for the Household Hazardous Waste Collections. Ted Findley motioned to approve the FY '19 Plan Implementation contract, seconded by Bob Stiens. Motion passed (7 ayes; 0 nays).

**VIII. Staff Reports**

No staff reports were given. Reports were made available in the board packet.

**IX. Director's Report**

Items reviewed with the board included the following: Todd Spencer met with the WIB staff in Trenton to learn more about the program. A WIB monitor was here last week to review files. Currently, the RCOG board has vacancies from Parnell, Oregon and Rock Port. The 50<sup>th</sup> Celebration is Friday, June 15 from 2-5:00pm. The Ribbon Cutting will be held at 2:00pm. Invitations have been emailed out along with press releases to the area newspapers. The new phones are installed, and the internet is now switched over from Midwest Data to Maryville Typewriter Exchange (MTE). The final invoice from Midwest Data was received for May, but no services were performed. Todd will contact

them to say the invoice will not be paid. There were a few issues with the new server installation, but everything seems to be working fine. Todd gave an update on personnel. Linda Laderoute will be retiring in August. An open house or some type of celebration will be held. Cassie Hasekamp was an intern and is now working part-time. Once Linda retires, Cassie will be the full-time Community Planner for the hazard mitigation and solid waste programs. Kim Mildward is continuing to transition from workforce development to economic development. Wendy Parman was hired for the Career Center. Kim is training Rita Wallinga and Wendy Parman. Mrs. Parman attended training and now has access to the computer system for workforce development. She will work with the Youth Program. The June meeting will include Personnel and Budget sub-committee meetings. The Personnel meeting will discuss the evaluation of staff and Executive Director performance. Hopefully, the budget will be finalized to be approved in June. The Annual Dinner will be held September 27 at the Countryside Bistro. A 604b grant application was submitted June 15 to MoDNR. The grant was written as the RCOG being the grantee on behalf of the cities' of Graham, Maitland and Skidmore. If funded, a feasibility study will be conducted for a regional wastewater treatment project.

**X. Adjourn**

Ted Findley moved to adjourn at 8:15pm, seconded by Mark Sitherwood. Meeting adjourned. (7 ayes; 0 nays).

**Members Present**

Lorie Carlson  
Regan Nonneman  
Bob Stiens  
Gary Carlson  
Ted Findley  
Jack Baldwin  
Mark Sitherwood

**Staff Present**

Jerri Dearmont  
Todd Spencer  
Alice Schieffer

**Members Absent**

Duane Nauman  
Derek Brown  
Greg Book  
Curtis Livengood  
Martin Weatherd  
Ryan Kingery  
Ben Abplanalp  
Adam Stanton  
Tyler Paxson  
Ben Lipiec

Pat Walter  
Doug Sutton

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Lorie Carlson, Vice Chairman

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Regan Nonneman, Secretary