

AGENDA
Thursday, June 28, 2018

5:30pm – Personnel Meeting

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

6:00pm – Budget Committee

**(Doug Sutton, Jack Baldwin, Duane Nauman, Mark Sitherwood, Curtis Livengood,
Regan Nonneman, Martin Weatherd & Tyler Paxson)**

6:30pm – Dinner

7:00pm – Regional Development Corporation

7:30pm – RCOG Executive Board Meeting

Posted June 22, 2018

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approve May 24, 2018 Minutes
- V. Approve May 2018 Treasurer's Reports
- VI. Committee Reports
 - a. Personnel Committee Report
(The board of directors of the Northwest Regional Council of Governments may vote to close the meeting pursuant to RSMo 610.021 (3) Personal Information)
 - b. Budget Committee Report
 - i. Approve FY '18 RCOG Revised Budget
 - ii. Approve FY '19 RCOG Budget
- VII. Old Business
 - c. Discuss and approve Comprehensive Economic Development Strategy (CEDS) Plan
(Action Agenda Item 1)
- VIII. New Business
 - a. Approve City of Parnell Environmental Review for Water Improvements - \$5,750 (Action Agenda Item 1)
- IX. Staff Reports
- X. Director's Report
- XI. 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))
- XII. 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
June 28, 2018, 7:30pm

Call to Order

Doug Sutton, Chairperson called the meeting to order at 7:20pm at the Regional Council office. Dinner was served.

Roll Call

There were 12 members present, constituting a quorum.

Approve Agenda

Mark Sitherwood motioned to approve the agenda as presented, seconded by Regan Nonneman. Motion passed (12 ayes; 0 nays).

Approve May 24, 2018 Minutes

The May 24, 2018 minutes were previously emailed to the members and made available at the meeting. With no corrections, Regan Nonneman motioned to approve the minutes, seconded by Mark Sitherwood. Motion passed (12 ayes; 0 nays).

Approve May 2018 Treasurer's Report

The May 2018 treasurer's report was emailed and made available at the meeting. Alice Schieffer reviewed the financials ending May 31, 2018. The May 31, 2018 Revenues and Expenses report ended with a deficit of \$5,047.76 and the year-to-date at a deficit of \$5,339.27. The agency will be invoicing for several programs in June. At this time, it appears the agency will end the fiscal year in the black. Regan Nonneman motioned to approve the May 2018 Treasurer's Report, seconded by Mark Sitherwood. Motion passed (12 ayes; 0 nays).

COMMITTEE REPORTS

Personnel Committee Reports – Moved to the end of the meeting for Closed Session

Budget Committee Report

Jack Baldwin reported the Budget Committee met prior tonight to review budgets. The Amended FY 17-18 (yellow sheet) was reviewed. Mrs. Schieffer stated the revenues for the year increased by \$6,821 and the expenses for the year ended with an increase of \$12,462, leaving a surplus of \$9,612. With no questions the Budget Committee recommends the RCOG executive board approve the FY 17-18 amended budget as presented. Adam Stanton motioned to approve the amended FY 17-18 budget, seconded by Regan Nonneman. Motion passed (12 ayes; 0 nays).

The FY 18-19 budget was reviewed (green sheet). Mrs. Schieffer stated the operating revenues for FY 18-19 are \$588,715 and operating expenses are \$648,260, leaving a deficit of \$59,545. As mentioned in the budget meeting, there are several projects in place that will hopefully be funded. One project is the 604b that includes \$20,000 for administration that is to be awarded in July 2018. Another project is the BUILD application for the City of Maryville that is a \$12M grant and we are anticipating administration from that grant. A few other proposed projects are Parnell Water Improvements and Forest City Water System. CDBG announced a 2nd round of funding for infrastructure, community facilities and demolition. Contact has been made with county officials to visit them about potential bridge projects. RCOG is being very proactive to obtain administration and other revenues for the FY 18-19 year. The other two

budget proposals that were discussed in the budget committee meeting was to reduce staff and this is not an option. The budget committee recommends the RCOG executive board to approve the original budget, #1. Regan Nonneman motioned to approve budget #1 for FY 18-19, seconded by Bob Stiens. Motion passed (12 ayes; 0 nays).

OLD BUSINESS

Discuss Comprehensive Economic Development Strategy (CEDS) Plan

Kim Mildward reported that staff is currently working on the five-year CEDS plan. The plan was started with a team that included Amy Dowis, Linda Laderoute, Jackie Spainhower and Kim Mildward. After Ms. Spainhower left the agency, Todd Spencer began assisting and he requested an extension from EDA to extend to June 30, 2018. The original plan was due March 31, 2018. Community meetings were held with county, city officials and economic developers to discuss goals in the region. Those meetings were completed March 25, 2018. From that point, Mr. Spencer decided he would write the plan. Staff would occasionally ask Mr. Spencer how the plan was progressing, but vague answers were received. On May 24, Mr. Spencer requested another extension from EDA until July 31, 2018, but staff wasn't aware of this new deadline and the request was granted by EDA. The May RCOG agenda had the plan listed for an action item but was tabled due to not being complete and the comment period had not been held prior of approval. Staff have been very concerned about meeting the deadline. Until this week, Mr. Spencer gave access to his computer to work on the CEDS due to his absence. After reviewing the plan, staff noticed that nothing had really been done on the plan. EDA was contacted again, and another extension request was granted until October 31, 2018. Several staff members are working on different sections of the plan to complete as soon as possible to begin the 30-day comment period and then to have the board approve.

NEW BUSINESS

Approve Parnell Environmental Review for Water Improvements-\$5,750 (Action Agenda Item 1)

The City of Parnell is proposing to apply for USDA and CDBG funds. USDA has advised to begin the environmental review. The contract amount to conduct an environmental review is now \$5,000. However, USDA is asking that their review be fast tracked. In order to do this, additional work will be included and will increase the contract amount by \$750 for a total of \$5,750. Jack Baldwin motioned to approve Parnell's environmental review for \$5,750, seconded by Regan Nonneman. Motion passed (12 ayes; 0 nays).

Staff Reports

Linda Laderoute reported that all solid waste grants were approved by MoDNR. No other reports were given.

Director's Report

No report was given.

Closed Session (If needed)

Doug Sutton entertained a motion to go into Closed Session. Adam Stanton motioned to enter into closed session for personnel discussion, seconded by Mark Sitherwood. Roll Call vote: Bob Stiens, Mark Sitherwood, Regan Nonneman, Tyler Paxson, Adam Stanton, Gary Carlson, Lorie Carlson, Jack Baldwin, Duane Nauman, Ryan Kingery, Doug Sutton and Ben Abplanalp. Motion passed (12 ayes; 0 nays).

The Personnel Committee met prior to any board meetings tonight to discuss personnel. One vote was made in closed session. The Personnel Committee recommended to the RCOG executive board to

appoint Jerri Dearmont as Point of Contract in the absence of the Executive Director due to medical reasons. Jack Baldwin motioned to accept the Personnel Committee’s recommendation to appoint Jerri Dearmont as Point of Contract, seconded by Mark Sitherwood. Motion passed (12 ayes; 0 nays).

Doug Sutton entertained a motion to end Closed Session and resume to regular meeting. Jack Baldwin motioned to end Closed Session at 7:42pm and return to regular meeting, seconded by Mark Sitherwood. Roll Call vote: Bob Stiens, Mark Sitherwood, Regan Nonneman, Tyler Paxson, Adam Stanton, Gary Carlson, Lorie Carlson, Jack Baldwin, Duane Nauman, Ryan Kingery, Doug Sutton and Ben Abplanalp. Motion passed (12 ayes; 0 nays).

Adjourn

With no other business, Jack Baldwin motioned to adjourn the meeting at 7:44pm. Meeting adjourned. (12 ayes; 0 nays).

Doug Sutton, Chairman

Regan Nonneman, Secretary

Members Present

- Lorie Carlson
- Gary Carlson
- Regan Nonneman
- Bob Stiens
- Jack Baldwin
- Mark Sitherwood
- Duane Nauman
- Ryan Kingery
- Ben Abplanalp
- Adam Stanton
- Tyler Paxson
- Doug Sutton

Staff Present

- Jerri Dearmont
- Alice Schieffer
- Kim Mildward
- Linda Laderoute
- Rita Wallinga
- Amy Dowis

Members Absent

- Ted Findley
- Derek Brown
- Greg Book
- Curtis Livengood
- Martin Weatherd
- Ben Lipiec
- Pat Walter