

**AGENDA**  
**Thursday, August 23, 2018**

**6:30pm – Personnel Meeting**

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

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

**Posted August 20, 2018**

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approve June 28, 2018 Minutes
- V. Approve June and July 2018 Treasurer’s Reports
- VI. 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))*
- VII. Old Business
  - a. Update Comprehensive Economic Development Strategy (CEDS) Plan
- VIII. New Business
  - a. Approve New TAC Member for Nodaway County - (Action Agenda Item #1)
  - b. Approve Gentry County Hazard Mitigation Plan Contract – (Action Agenda Item #2)
  - c. Approve Atchison County Hazard Mitigation Plan 9Contract – (Action Agenda Item #3)
  - d. Approve FY 19 State Funding Application – (Action Agenda Item #4)
  - e. Ratify E-mail Vote for RCOG Check Signer – Jerri Dearmont (Action Agenda Item #5)
  - f. Ratify E-mail Vote to Remove Todd Spencer from RCOG Checking Account (Action Agenda Item #6)
- 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**  
**August 23, 2018, 7:00pm**

**Call to Order**

Doug Sutton, Chairperson called the meeting to order at 7:08pm at the Regional Council office.

**Roll Call**

There were 10 members present, constituting a quorum.

Jerri Dearmont presented a certification to Linda Laderoute for her years of service and upon her retirement from the Regional Council. Linda began her duties with the RCOG on February 21, 2012 and her last day is August 31, 2018.

**Approve Agenda**

The Personnel Committee line item was moved to the bottom of the agenda. Jack Baldwin motioned to approve the agenda, seconded by Lorie Carlson. Motion passed (10 ayes; 0 nays).

**Approve June 28, 2018 Minutes**

The June 28, 2018 minutes were previously emailed to the members and made available at the meeting. With no corrections, Pat Walter motioned to approve the minutes, seconded by Mark Sitherwood. Motion passed (10 ayes; 0 nays).

**Approve June and July 2018 Treasurer's Report**

The June and July 2018 treasurer's reports were emailed and made available at the meeting. Alice Schieffer reviewed the financials for June and July 2018. The June 30, 2018 year-to-date Revenues and Expenses ended with a net income of \$7,208. Comparing the year-end budget with the revised budget the overall budget fill short of \$2,404. The July 31, 2018 year-to-day Revenues and Expenses ended with a net loss of \$3,059.35. However, the FY '19 budget has increased in revenues leaving a deficit around \$20,000 instead of \$59,000 that was reported in June when the new budget was approved. Hoping to end the year in the black. Ben Lipiec motioned to approve the June and July 2018 Treasurer's Reports, seconded by Jack Baldwin. Motion passed (10 ayes; 0 nays).

**COMMITTEE REPORTS**

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

**Old Business**

**Update Comprehensive Economic Development Strategy (CEDS) Plan**

Kim Mildward reported on the CEDS. Linda Laderoute Amy Dowis, Cassie Hasekamp, Steve Houts and Kim Mildward have spent a tremendous time on writing the plan. Kim thanked everyone for assisting with the plan. The 1<sup>st</sup> draft went out to the committee by email asking for comments. The 1<sup>st</sup> draft is due next week. The final draft with the appendices will be in front of the committee on September 13 at 1:30 at the Nodaway County Administration Building. After this meeting it will be posted for 30 days for the public comment period, starting September 17 through October 17. If any public comments are received those changes will be made. At the October 25 RCOG Executive Board, the final plan will be presented for approval and then submitted to EDA on October 31. The committee is comprised of economic developers, local and state holders who represent manufacturing, broadband, agricultural,

etc. Linda Laderoute added that this was an incredible team effort and EDA was willing to give an extension to complete the plan. The final plan will serve the region well.

#### **New Business**

##### **Approve New TAC Member for Nodaway County – (Action Agenda Item #1)**

Amy Dowis reported that Nodaway County Commission chose Greg McDanel, Maryville’s City Manager as their new TAC member. Jack Baldwin motioned to approve Greg McDanel as the new Nodaway County TAC member, seconded by Bob Stiens (10 ayes; 0 nays).

##### **Approve Gentry County Hazard Mitigation Plan Contract - (Action Agenda Item #2)**

Linda Laderoute reported the contract has been received and will need board approval. To fulfill the planning requirements for the Gentry County plan that expires in March of 2021, Regional Council staff will coordinate, host and conduct meetings a series of meeting in Gentry County. These meetings will seek input from Gentry County officials, citizens and others to help identify mitigation strategies that have been completed in the last five years as well as update and identify any new strategies. The total contract amount is \$24,266.67 with the county’s non-federal match of \$6,066.67. Mark Sitherwood motioned to approve Gentry County HMP, seconded by Bob Stiens. Motion passed (10 ayes; 0 nays).

##### **Approve Atchison County Hazard Mitigation Plan Contract - (Action Agenda Item #3)**

Linda Laderoute reported the contract has been received and will need board approval. To fulfill the planning requirements for the Atchison County plan that expires in April of 2020, Regional Council staff will coordinate, host and conduct meetings a series of meeting in Atchison County. These meetings will seek input from Atchison County officials, citizens and others and help to identify mitigation strategies that have been completed in the last five years as well as update and identify any new strategies. The total contract amount is \$24,266.67 with the county’s non-federal match of \$6,066.67. Gary Carlson motioned to approve Atchison County HMP, seconded by Regan Nonneman. Motion passed (10 ayes; 0 nays).

##### **Approve FY 19 State Funding Application – (Action Agenda Item #4)**

For over the last twenty years, the Regional Planning Commissions in the state of Missouri have been awarded a State Regional Grant award that is managed by the Missouri’s Office of Administration and allocated annually by the State’s legislature. To receive this money, Regional Planning Commissions must meet certain minimum requirements, which includes professional staff development and technical assistance to our constituents. This funding is typically used as matching funds for other regional based grant programs coordinated by the Regional Council. The due date for this application is September 30, 2018. This year the legislature approved \$200,000 for this funding, to be distributed evenly among the 19 regional planning commissions in the state; It is anticipated the NW Regional Council will receive approximately \$8,901.18. Ben Lipiec motioned to approve FY 19 State Funding Application, seconded by Jack Baldwin. Motion passed (10 ayes; 0 nays).

##### **Ratify E-mail Vote for RCOG Check Signer – Jerri Dearmont (Action Agenda Item #5)**

Need approval to ratify email vote from July 16, 2018 that was sent to all executive board members to authorize Jerri Dearmont, Interim Executive Director, to sign agency checks on the Bank Midwest Public Funds Checking Account. Ben Lipiec motioned to approve the email vote to authorize Jerri Dearmont as check signer, seconded by Pat Walter. Motion passed (10 ayes; 0 nays).

**Ratify E-mail Vote Remove Todd Spencer from RCOG Checking Account (Action Agenda Item #6)**

Need approval to ratify email vote from July 17, 2018 to remove Todd Spencer as check signer from the Regional Council account held at Bank Midwest. Bob Stiens motioned to approve the email vote to remove Todd Spencer as check signer, seconded by Jack Baldwin. Motion passed (10 ayes; 0 nays).

**Staff Reports**

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

**Interim Executive Director's Report**

Jerri Dearmont reported on the following: 1) Annual Dinner is Thursday, September 27 at the Countryside Bistro; 2) MACOG Retreat & Business Meeting is October 4 and 5 in Branson; 3) Hired a new IT Coordinator today to replace Jeremiah Holmes who resigned on August 13; 4) MWWRC has issued an invitation to apply for a CDBG grant for the City of Forest City; 5) 2<sup>nd</sup> Round of CDBG funds are available for General Infrastructure, Community Facilities and Demolition. Our office intends to submit four applications. Those grants are due October 1, 2018; 6) Mound City will conduct an LMI survey to see if they are eligible for CDBG funds to construct a new bridge; 7) King City wrote a MoDNR Emergency Drinking Water Financial Application, and we will write an emergency CDBG application and prepare the environmental review for the city; and 8) Continue to work on environmental reviews for Skidmore wastewater and Parnell water distribution improvements.

**COMMITTEE REPORTS**

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

Bob Stiens reported the Personnel Committee met prior to the executive board meeting to discuss options for the Director search. Currently, we are anticipating to advertise for a director. The RCOG will continue operating the same with Jerri Dearmont as Interim. Staff are welcome to apply for the position.

**Adjourn the Public Meeting**

A motion was made by Gary Carlson to adjourn the public meeting at 7:46pm, seconded by Jack Baldwin. Meeting adjourned (10 ayes; 0 nays).

**Closed Session**

Doug Sutton entertained a motion to go into Closed Session. Jack Baldwin motioned to enter into closed session for personnel discussion at 7:47pm, seconded by Ben Lipiec. Roll Call vote: Jack Baldwin, Gary Carlson, Lorie Carlson, Tyler Paxson, Mark Sitherwood, Regan Nonneman, Ben Lipiec, Bob Stiens, Pat Walter and Doug Sutton. Motion passed (10 ayes; 0 nays).

Doug Sutton entertained a motion to end Closed Session at 7:50pm. Mark Sitherwood motioned to adjourn Closed Session, seconded by Gary Carlson. Roll Call vote: Jack Baldwin, Gary Carlson, Lorie Carlson, Tyler Paxson, Mark Sitherwood, Regan Nonneman, Ben Lipiec, Bob Stiens, Pat Walter and Doug Sutton. Motion passed (10 ayes; 0 nays)

One vote was taken in closed session. Jack Baldwin motioned to except the Personnel Committee's recommendation, seconded by Gary Carlson. Motion passed (10 ayes; 0 nays).

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Lorie Carlson, Chairman

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Regan Nonneman, Secretary

**Members Present**

Lorie Carlson  
Gary Carlson  
Regan Nonneman  
Bob Stiens  
Jack Baldwin  
Mark Sitherwood  
Tyler Paxson  
Doug Sutton  
Pat Walter  
Ben Lipiec

**Members Absent**

Ted Findley  
Derek Brown  
Greg Book  
Curtis Livengood  
Martin Weatherd  
Duane Nauman  
Ryan Kingery  
Ben Abplanalp  
Adam Stanton

**Staff Present**

Jerri Dearmont  
Alice Schieffer  
Kim Mildward  
Linda Laderoute  
Rita Wallinga  
Wendy Parman  
Cassie Hasekamp  
Amy Dowis