

NORTHWEST MISSOURI REGIONAL COUNCIL OF GOVERNMENTS

RCOG Open Board Minutes

March 25, 2021 7:00pm

Held in person 403 N. Market, Upstairs Conference Room and via Zoom Meeting

<https://us02web.zoom.us/j/86201498270?pwd=TDcwbWtvVkhHdW53ZDMyd1FOZUxOZz09>

Meeting ID: 862 0149 8270, Passcode: 539043, Call-In Only Number: 312 626 6799

MINUTES

Call to Order

Regan Nonneman, Treasurer called the meeting to order at 7:03 p.m. Introductions were made. Kent Bohart, new member representing Holt County, City of Oregon.

Roll Call

There were six members present and six members present via Zoom conferencing, constituting a quorum. Roll was called with responding members present as listed below, Duane Nauman joined the meeting in progress at 7:12 p.m.

Approve Agenda

The March 25, 2021 Agenda was previously emailed to the members and made available during the meeting. Gary Carlson made the motion to approve the Agenda as presented, seconded by Tom Bullock. Motion approved (11 ayes; 0 nays)

Approve December 3, 2020 Minutes

The December 3, 2020 minutes were previously emailed to the members and made available during the meeting. Lorie Carlson made a motion to approve the December 3, 2020 minutes as presented, seconded by Tom Bullock. Motion approved (11 ayes; 0 nays).

Approve November and December of 2020 Treasurer's Reports

Alice Schieffer, Fiscal Officer, presented the Board with revenue and expenditure reports through December 31, 2020 and the Bank Reconciliations from January 2021 and February 2021. Revenues were \$526,382.88 which was 62% of budget amount and Expenses were \$438,510.58 which was 59% of what was budgeted. Lorie Carlson made a motion to accept November and December 2020 and January and February 2021 Treasurer's Reports as presented, seconded by Tom Bullock. Motion approved (11 ayes; 0 nays).

Old Business

Ratify January 12, 2021 Email Vote – New Check Signers

The retirement of Bob Stiens left a vacancy as a check signer on the RCOG bank account. An email was sent out in January asking for votes to add Bill Walker and remove Bob Stiens on the RCOG Checking account. We received 10 aye votes and 0 nay votes to make these changes to the checking account. Only six votes were needed. Greg Welch made a motion to ratify January 21, 2021 email vote, Gary Carlson seconded. Motion approved (12 ayes, 0 nays).

Ratify February 12, 2021 Email Vote – Purchase New Computer for Kim Mildward

Three quotes were received to purchase a new computer with accessories. Since the quotes were over \$1,000, the board needed to approve of this purchase. The lowest quote was from Dell for \$1,480.75. We received 13

aye votes and 0 nays to move forward with the purchase. Only six votes were needed. Lorie Carlson made a motion to ratify February 12, 2021 email vote, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Ratify February 25, 2021 Email Vote – Purchase Three U-Shaped Desks

Due to COVID this budget year, staff was limited on travel, not being able to attend conferences and meetings since meetings were held virtual, and no registration costs for any meetings. Staff discussed how to spend these unused program funds. We reached out to our funding agencies to confirm that monies could be moved to other line items since travel was not being spent and they approved. We received three quotes with MTE begin the lowest price to purchase three U-Shaped desks. We received 10 aye votes and 0 nays to move forward with the purchase. Only six votes were needed. Bill Walker made a motion to ratify February 25, 2021 email vote, Tom Bullock seconded. Motion passed (12 ayes, 0 nays).

New Business:

Approve TAC Minutes from October 13, 2020 (Action Agenda Item #1)

TAC met in February and approved the October 13, 2020 minutes. TAC is a sub-committee of the RCOG and therefore TAC minutes need approved by the RCOG board. Need a motion to approve the October 13, 2020 TAC minutes. Greg Welch made the motion to approve this Action Agenda Item, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Approve Atchison County on behalf of Mill Creek Dyke & Drainage District Administrative Agreement - \$6,191 – (Action Agenda Item #2)

Atchison County on behalf of Mill Creek Drainage District was funded 11/30/2020 in the amount of \$120,025 from CDBG funds. Grant administration for this project is \$6,191. NRCS is contributing \$341,500 for a total of \$461,525. Debris will be cleaned from ditches that was caused from the 2019 Flood event. We opened construction bids on March 15 and the pre-construction meeting was held yesterday. Construction will begin April 1, 2021. Gary Carlson made the motion to approve this Action Agenda Item to enter into an administrative agreement for \$6,191, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Three additional flood projects have been approved, two in Atchison Co and one in Holt Co

Approve Atchison County on behalf of Benton Drainage District Administrative Agreement - \$5,343 – (Action Agenda Item #3)

Atchison County on behalf of Benton Drainage District was funded 2/18/21 in the amount of \$102,218 from CDBG funds. Grant administration for this project is \$5,343. NRCS is contributing \$290,626 for a total of \$392,844. Again, these funds will be utilized to clean debris from ditches that was caused from the 2019 Flood event. A New Grantee Meeting is scheduled for April 5 to discuss responsibility of all parties for the CDBG funds and then the bidding process can begin. Bill Walker made the motion to approve this Action Agenda Item to enter into an administrative agreement for \$5,343, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Approve Atchison County on behalf of Lewis Drainage District Administrative Agreement - \$4,170 – (Action Agenda Item #4)

Atchison County on behalf of Lewis Drainage District was funded 2/18/21 in the amount of \$77,565 from CDBG funds. Grant administration for this project is \$4,170. NRCS is contributing \$220,186 for a total of \$297,751. These funds will also clean debris from ditches that was caused from the 2019 Flood event. A New Grantee Meeting is scheduled for April 5 to discuss responsibility of all parties for the CDBG funds and then will begin the bidding process. Bill Walker made the motion to approve this Action Agenda Item to enter into an administrative agreement for \$4,170, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Approve Holt County on behalf of Big Tarkio Drainage District Administrative Agreement - \$4,938 – (Action Agenda Item #5)

Holt County on behalf of Big Tarkio Drainage District was funded 2/18/21 in the amount of \$93,701 from CDBG funds. Grant administration for this project is \$4,938. NRCS is contributing \$266,288 for a total of \$359,989. These funds will clean debris from ditches that was caused from the 2019 Flood event. A New Grantee Meeting is scheduled for April 5 to discuss responsibility of all parties for the CDBG funds and then will begin the bidding process. Greg Welch made the motion to approve this Action Agenda Item to enter into an administrative agreement for \$4,938, Tom Bullock seconded. Motion approved (12 ayes, 0 nays).

Elect New Vice-Chairman to serve remaining term until September 2022

Adam Stanton, Tarkio's appointee, left the City of Tarkio with a vacancy on the RCOG board. Tarkio is currently working to fill the vacancy. Our Bylaws state: In the event any member shall resign or be unable or unwilling to serve, his successor shall be appointed by the local unit of government making the original appointment. Vacancies occurring in any office will be filled at the next regular meeting of the Council by direct nomination from the floor. Paper ballots will be used for the vote unless there is only one candidate for the position. Those elected will take their positions immediately after the results are announced. Currently, Tyler Paxson, Chairman, Jack Baldwin, Secretary and Regan Nonneman is Treasurer. Bill Walker was nominated and agreed to serve as Vice-Chairman. Gary Carlson made the motion to appoint Bill Walker as Vice-chairman to serve remaining term until September 2022, seconded by Tom Bullock. Motion passed (12 ayes, 0 nays).

Staff Reports:

No formal reports given, Staff Reports provided in Board packet were emailed to each member.

Executive Director's Jerri Dearmont Report:

March 10 – the American Rescue Plan Act of 2021, was approved and President Biden signed into law on March 11. Our office will be reaching out to our counties and cities to see if they will need assistance and answer any questions they may have. We have had a few communities contact us as to ideas on how to spend these funds. A meeting was held on Tuesday with all the RPC Directors to discuss ideas to use the funds, and yesterday with Baker Tilly who spoke about the American Rescue Plan: eligible uses and strategies for readiness.

Kim reported on the EDA CARES Act contract with NWMSU. Zoom meetings have been held for Large Event Planning and Business Continuity. The final workshop is scheduled for April 27 and the topic is Crisis Communication on how a business can respond to a crisis such as someone that has tested positive and how to create a crisis communication plan.

Amy received notification that Gentry County HMP was approved by SEMA/FEMS on 3/16. This updated plan is good for five years (3/11/26).

Amy, Steve, and Marisa (Intern) have begun working on both Holt and Worth County HMP updates. The Kick-off meetings will be Monday, March 29 with Holt County's at 5 and Worth County's at 7:00pm via Zoom. If you have questions, please let Amy know.

Solid Waste Planner has been holding recycling events throughout the region. The Grant Call for FY21 is April 1 to those applying for Solid Waste projects.

Continue to work on CDBG, USDA and MoDNR funded projects. Most recently we have been seeing a large

increase in water, sewer, and bridge projects, due to the increase in steel or any materials. This is very concerning to our communities since they all have limited funds of their own.

Last week the Job Center opened, meaning the front door is unlocked. However, we will still require mask and social distancing will be observed.

RCOG Closed for Good Friday on April 2, 2021. The Job Center will remain open. Rita and Denise will take their holiday on a different day.

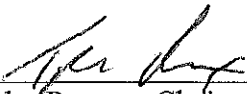
Closed Session

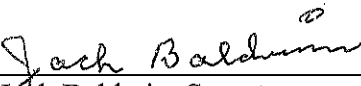
Gary Carlson made a motion to go into Closed Session, seconded by Tom Bullock, motion passed (12 ayes, 0 nays). The Board went into closed session at 7:41 p.m.

Tom Bullock made the motion to end Closed Session, seconded by Bill Walker, motion passed (12 ayes, 0 nays).

Adjourn

With no other business, Jubal Summers motioned to adjourn the meeting at 8:58 p.m., seconded by Tom Bullock. Meeting adjourned (12 ayes; 0 nays).


Tyler Paxson, Chairman


Jack Baldwin, Secretary

Members Present in Person

Regan Nonneman
Bill Walker
Greg Welch
Gary Carlson
Lorie Carlson
Tom Bullock

Staff Present

Jerri Dearmont
Alice Schieffer
Kim Mildward

Members Present via Zoom

Jubal Summers
Kent Bohart
Ben Abplanalp
Pat Walter
Doug Sutton
Duane Nauman

Members Absent

Tyler Paxson
Jack Baldwin
Curtis Livengood
Ben Lipiec
Ryan Kingery
Derek Brown
Greg Book
Shannon Sherwood
Martin Weatherd

Staff Present via Zoom

Amy Dowis
Rita Wallinga
Robin Davidson

Guest

J. Eggelston, State Representative, District 2