

**Meramec Regional Planning Commission  
Minutes  
February 21, 2019**

**Call to Order**

Chairman Larry Miskel called the Feb. 21, 2019, meeting of the Meramec Regional Planning Commission to order at 7:31 p.m.

**Welcome**

Chairman Miskel welcomed everyone to the meeting.

**Consent Agenda**

The following consent agenda items are presented for approval:

- a. Minutes – Jan. 10, 2019
- b. Local Review
  - 1. City of Salem, Salem, MO
    - 15.916 – Outdoor Recreation Acquisition, Development and Planning
    - Salem Soccer Field Complex Development
    - Federal: \$249,999
    - Total: \$249,999
- c. Statewide Grant Applications
  - 1. State of Missouri Health and Senior Services, Jefferson City
    - 16.529 – Education, Training, and Enhanced Services to End Violence Against and Abuse of Women with Disabilities
    - Training and Services to End Violence Against Women with Disabilities Program
    - Federal: \$499,939
    - Total: \$499,939
  - 2. Missouri State Highway Patrol, Jefferson City
    - 10.351 – Rural Business Development Grant
    - Missouri State Highway Patrol – Partnership on Rural Missouri C
    - Federal: \$195,166
    - Applicant: \$77,256
    - Total: \$272,422

The Office of Administration issues the Missouri Federal Assistance Clearinghouse grant reviews weekly. Staff will share reports in between meetings with board members. If you have questions about grants listed, you can call MRPC staff or the Office of Administration as listed on the reports.

- d. Contracts
  - Pulaski County Commission
    - Permission is requested for MRPC's chairman and/or executive director to enter into technical assistance contract for grant administration for a Community Development Block Grant (CDBG) and to sign all documents associated with this contract.
  - Washington County Industrial Development Authority
    - Permission is requested for MRPC's chairman and/or executive director to enter into technical assistance contract for strategic planning for the Washington County

Industrial Development Authority Strategic Plan and to sign all documents associated with this contract.

- **Delta Regional Authority**

Permission is requested for MRPC's chairman and/or executive director to enter into an updated memorandum of agreement with Delta Regional Authority to continue to serve as the Local Development District, and for MRPC's chairman and/or executive director to sign any necessary documents associated with this agreement.

- **Luce Myers, contractor**

Permission is requested for MRPC's chairman and/or executive director to renew a service contract with Luce Myers-contractor, to provide environmental education experiences for school aged students in the Meramec region as part of an ORSWMD funded project and to sign all documents associated with this contract.

- **City of Belle**

Permission is requested for MRPC's chairman and/or executive director to enter into a technical assistance contract for an asbestos inspection of a structure located at 309 Hwy. 28, East, Belle, MO, and for MRPC's chairman and/or executive director to sign any necessary documents associated with this agreement.

- **Dent County Community Partnership/Missouri Cybersecurity Center for Excellence (MCCOE)**

Permission is requested for MRPC's chairman and/or executive director to enter into a technical assistance contract to update MCCOE's Articles of Incorporation, Bylaws and finalize a 501 (c)3 application and for MRPC's chairman and/or executive director to sign any necessary documents associated with this agreement.

George Lauritson made a motion to approve the consent agenda with the noted additions; Vic Stratman seconded; the motion carried.

### **Election of Secretary**

On behalf of the external relations committee, Don Brackhahn made a recommendation to nominate Mary Heywood to serve as secretary. Randy Verkamp made a motion that nominations close and the board accept the recommendation of Mary Haywood for secretary. Ron Kraettli seconded; the motion carried.

### **Presentation: Audit Report**

Tammy Alsop from Hochschild, Bloom and Company LLP presented the finalized audit report for MRPC and its component units for year ending June 30, 2018, which includes MRPC/MRB/MREPC/RLF & IRP. Ms. Alsop reported that it was a very good audit with no significant deficiencies. The firm issued an unmodified opinion, which is the best opinion.

There were no management letter points. She concluded her report by commending Linda Loughridge on the great job she does with the financials and thanked everyone for their assistance.

George Lauritson made a motion to approve the audit report; Steve Vogt seconded. The motion carried.

### **Presentation II: The Phelps County Public Housing Agency, Linda Hollandsworth**

Linda Hollandsworth, housing program manager, provided an overview of the housing program.

Ms. Hollandsworth stated that the program is designed to assist very low income, elderly and disabled residents in the region. The program subsidizes rent and sometimes utilities. She informed the board that an advisory board is in place to insure that HUD's national policies are being carried out. Presiding commissioners from Crawford, Dent, Gasconade, Maries, Phelps and Washington counties served by the St. James office sit on the PHA board. She added that Osage and Pulaski Counties are served out of other offices.

Ms. Hollandsworth mentioned the Self-Sufficiency Program reporting that as of June 30, 2018, there were 82 participants. This program provides enrolled individuals with the support necessary for them to reach their goals and become self-sufficient.

Ms. Hollandsworth also spoke about the Homeownership Program which is available only to those individuals already enrolled in the HUD Program. She reported that there are currently 14 families on the program at this time. Ms. Hollandsworth reported that of the 721 families currently served; almost \$3 million is paid annually to landlords and utility providers.

She informed the board that the PHA sets the rental rates, conducts unit inspections and yearly income reviews. Ms. Hollandsworth noted that tenants choose their landlord and the landlord chooses their tenant. She reported that spot inspections are conducted each month. Residents are aware of the visit.

She concluded her presentation noting that one of the biggest challenges the office faces is that HUD has consistently not paid full administration costs. Payment has typically been at 80 percent of the allowable administration fee.

Chairman Miskel stated that the HUD program is good program that is not a handout but a hand up.

**External Relations Committee:** Darrell Skiles, chairman

In the absence of the chairman, Vice Chairman Don Brackhahn reported on External Relations Committee activities as follows:

The committee discussed the vacancy for the for-profit position for Pulaski County. He reported that plans are moving forward with a potential candidate to fill that position.

The committee discussed changes being proposed to the BRO fund where the federal government wants to take back from counties any bridge funds that have not been obligated. This proposed change would eliminate the option for counties to let those funds build up to fund their larger projects. Bonnie Prigge stated that this is a provision in the Fast Act and that it will expire when that goes away. Her suggestion was to get the funds obligated by Sept. 30 so as to keep those dollars for local use.

Vice Chairman Brackhahn noted that the house budget committee removed funding for regional planning commissions during mark-up. This is funding that MRPC depends on for matching funds for grants. Bonnie Prigge added that several of the budget committee members were caught by surprise with the removal of this funding. There was discussion about preparing a letter for the legislators requesting that the funding be added back to the budget.

Shane Anselm made a motion that a letter be sent to the legislators in the region asking them to return to the budget funding for regional planning committees; Jan Haviland seconded. The motion carried.

The committee briefly discussed the importance of the 2020 Census Committee and completed a review of the MRPC Bylaws. He informed the board that the committee determined the bylaws were appropriate and recommended no changes need be made at this time.

It was reported that the committee has chosen three dates for the 2019 annual dinner, Thursday, Oct. 24; Tuesday, Oct. 29; or Tuesday, Oct. 22 and recommended that the board approve those dates. He stated that site solicitation would be going out next week.

Vic Stratman made a motion to accept the potential dates for the annual dinner; Ron Kraettli seconded. The motion carried.

A report was provided by staff on state and/or federal legislative issues that occurred since the last board meeting.

**Operations Committee:** Steve Vogt, chairman

Chairman Steve Vogt reported on operations activities as follows:

The committee reviewed the MRPC/MRB and MRPC/MRDC-RLF and IRP program financial statements for the period ending Jan. 31, 2019.

Chairman Vogt made a motion to accept the financials for the period ending Jan. 31, 2019; Randy Verkamp seconded. The motion carried.

The committee also heard a presentation on the MRPC/MRB/MREPC/RLP & IRP audit report for the period ending June 30, 2018.

Staff presented wording changes to the Housing Program Manager and Senior Environmental Specialists job descriptions. Chairman Vogt made a motion to approve those recommended changes; George Lauritson seconded. The motion carried.

**Planning Committee:** T.R. Dudley, chairman

In the absence of Chairman T.R. Dudley, Vice Chairman Jim White reported on planning activities as follows:

Samantha Maddison, MRPC, provided an update on Naturally Meramec. With membership fee being reduced from \$300 to \$50, 11 new members have joined in two weeks. A flyer with details of the next meeting for the group was provided. The meeting will be Thursday, Feb. 28 at 6:00 p.m.

Staff also provided an update on the Food Hub Feasibility Study and announced that plans are underway for a Taste of County to be held on May 11 in Hermann.

Anne Freand provided an update on the Fort Leonard Wood economic impact project and MRPC's partnership with SOP.

An update on the Hermann Flood Detour Study was provided by Ms. Freand, who stated that the map is moving along and signage and barriers have been funded.

Staff also reported that MRPC will be assisting the Washington County IDA in the development of a strategic plan for the organization and an update on the project was provided.

**Housing Advisory Board:** Larry Miskel, chairman

No report was given.

**Transportation Advisory Committee:** Ray Walden, chairman

In the absence of the chairman, Vice Chairman George Lauritson reported on transportation activities as follows:

The TAC approved the intersection of Highway P and Shockley Road, north of Owensville, in Gasconade County for a road safety audit.

TAP and MoDOT updates were also provided to the committee.

**Environmental:**

The board was provided with a handout, covering environmental updates as well as updates on Meramec Regional Emergency Planning and Homeland Security Oversight Committee activities.

Tammy Snodgrass reported that the next meeting of the Ozark Rivers Executive Board would be next Tuesday, Feb. 26.

Other highlights she mentioned:

- MREPC will be meeting the end of March.
- HSOC will be meeting in April and grants will be opening later in the spring.
- Several special collections have been scheduled.

**Meramec Regional Emergency Planning Committee:**

Updates were included on the environmental handout that was provided.

**Business Loans:**

Bonnie Prigge reported that there is almost \$330,000 to loan out to small businesses.

It was reported that there is one SBA loan that is closing and one IRP loan that will be closing in March. In Dent County, staff is working with a new client on an RLF project.

Loan staff is currently working with several potential clients. Anyone needing additional information was encouraged to contact MRPC.

**Workforce Development:** T.R. Dudley

No report was given.

**Meramec Community Enhancement Corporation:**

No report was given.

**Meramec Region Community Foundation (MRCF):**

Bonnie Prigge reported that MRCF met last week and evaluated the grant applications that had been received. There were 20 applicants applying for six grants of \$250 each. Two were disqualified. Receiving grants were:

- Richwoods School
- Belle Elementary
- Chamois School
- Duke Fire Department
- Bourbon Booster
- Ozark Actors Theatre

It was also reported that MRCF is looking for two board members to represent Crawford and Gasconade Counties.

Board members were informed about the upcoming scholarship fundraiser for Belle Schools. A flyer has been posted on MRPC's bulletin board outside of the kitchen. More information could be obtained from Steve Vogt.

**Chairman Report:**

Chairman Larry Miskel noted that the trip to the Missouri State Capitol was a great day and encouraged members to visit with their legislators. He concluded his report by stating that there a great group of legislators representing MRPC and that all offices were receptive to receiving walk-in visitors.

**Director Report:**

Bonnie Prigge added to Chairman Miskel's comment regarding the region's legislators. She stated that there are a lot of new legislators who will need to learn what we do and how we help the communities in our region.

Other items of interested highlighted by Ms. Prigge included:

- Attendance at a meeting in Sullivan where Rob Dixon, Director of Economic Development spoke about the department's restructuring.
- CDBG application period will be opening.
- Governor Parsons toured Route B in Phelps County last week. She noted that she feels his bridge program is a move in the right direction and added that the area's bridges are already in the STIP.
- The next Meramec Mornings will be on Feb. 27 in Salem.
- A flood recovery specialist will be in Chamois on Feb. 28. Ms. Prigge stated they would be looking at houses in the flood plain and gathering date to assist in a future demolition project.
- The accountant position is close to being filled.

She concluded her report by reminding members that an MRB meeting would be held immediately after the MRPC meeting.

**Adjourn**

Shane Anselm made a motion to adjourn the meeting at 8:42 p.m.; Jim White seconded the motion. The motion carried.

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Larry Miskel, chairman

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Attest