

**Meramec Regional Planning Commission
Minutes
August 14, 2025**

Call to Order

Chair Darryl Griffin called the Aug. 14, 2025, meeting of the Meramec Regional Planning Commission to order at 7:37 p.m. The meeting was conducted in person and via Zoom.

Welcome

Chair Griffin welcomed everyone to the meeting. Board members participating in person were Steve Black, Gary Larson, Shawn Bolerjack, Vic Stratman, Steve Vogt, Darryl Griffin, Steve Smyth, Joey Auxier, Tom Coots, Kent Bagnall, Sean Wilson, T.R. Dudley, Earl Brown, John Money, Jan Haviland, Shane Anselm, Taisia Gordon, and Mary Heywood. MRPC board members participating via Zoom James Breckinridge, John Casey, Patricia Heaney, Duane Kraettli, Matt McCarter and Tim Schulte. MRPC staff members participating in person were Bonnie Prigge, Tammy Snodgrass, Linda Loughridge, Caitlin Jones, Linda Carroll and Orin Pogue. Donald Keeney with MRPC participated via Zoom. Mike Scott, BPJ Insurance participated in-person.

Consent Agenda

The following consent agenda items were presented for approval:

- a. Minutes – June 12, 2025
- b. Local Review
None.
- c. State Review
 - 1. Missouri Department of Agriculture, Jefferson City, MO
10.25 – Plant and Animal Disease, Pest Control, and Animal Care
Missouri's farmed white-tailed deer herd management utilizing predictive genetics
Federal: \$147,975
Total: \$147,975
 - 2. Missouri Department of Natural Resources, Jefferson City, MO
66.468 – Capitalization Grants for Drinking Water State Revolving Funds
FFY 2025 Drinking Water State Revolving Fund Base Capitalization Grant
Federal: \$17,755,000
State: \$3,551,000
Total: \$21,306,000

The Office of Administration issues the Missouri Federal Assistance Clearinghouse grant reviews weekly. Staff is sharing 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

- Missouri Office of Administration State Regional Planning Commission Grant Application
Permission is requested for MRPC to submit the grant application to the Missouri Office of Administration for the State Regional Planning Commission Grant, and authorization is requested for the executive director and/or MRPC's chairman to sign the application. Permission is also requested for the executive director and/or chairman to sign a grant agreement, and any related documents, should the grant be funded.

- Phelps County

Permission is requested for MRPC's chairman/executive director to sign an addendum to the 2024-25 Floodplain Management Technical Assistance Contract between MRPC and Phelps County adjusting the cost not to exceed amount.

- Missouri Office of Homeland Security

Permission is requested for MRPC's chairman and/or executive director to enter into a grant agreement with Office of Homeland Security for the FY25 Region I HSOC grants and sign all necessary paperwork. Permission is also requested for MRPC's chairman and/or executive director to allocate Region I HSOC grant funds, based on the recommendations from the Region I HSOC board, and to sign the necessary paperwork to enter into subaward agreements with grant recipients.

- City of Potosi, MO

Permission is requested to enter into a contract with the city of Potosi to develop a comprehensive plan for the city, should a contract be offered.

- Phelps County OBO CASA

July 1, 2025: MRPC Executive Director entered into a technical assistance contract for grant administration of a Community Development Block Grant (CDBG) for Phelps County OBO CASA.

Presiding Commissioner Vic Stratman made a motion to approve the consent agenda with noted additions; Commissioner Steve Vogt seconded the motion. The motion carried.

Presentation I: Fair Labor Standards Act (FLSA), Mike Scott, BPJ Insurance

Mr. Scott presented on the Fair Labor Standards Act (FLSA), explaining that while significant changes scheduled for January 1, 2025, were temporarily halted by a Texas federal judge, employers should still prepare for several key considerations. He noted that the FLSA, established in 1938, requires employers to pay overtime for hours worked over 40 in a week, and he emphasized the importance of accurately tracking employee hours and maintaining proper documentation.

He explained the FLSA's framework for overtime and exemptions, noting that salary does not automatically exempt employees from overtime. He outlined seven common exemptions, including executive, administrative, professional, outside sales, computer professionals, teachers, and certain motion picture industry employees. Mr. Scott also discussed public entity requirements in Missouri, where overtime is not mandatory, but comp time must be offered. He emphasized the importance of managing comp time accumulation to prevent excessive payroll liabilities and suggested capping the amount of comp time employees can earn annually.

He discussed the ongoing changes to overtime regulations, explaining that the Department of Labor's final rule to increase the salary threshold for exempt employees from \$35,568 to \$43,888 in July 2024 and \$58,006 in January 2025 was blocked by a Texas court. He advised attendees to review current employee classifications, consider the financial impact of potential changes, update internal policies, and communicate with employees as developments unfold. Mr. Scott recommended seeking legal counsel or consulting with HR professionals to address any questions and emphasized the importance of documentation and planning for future adjustments.

Bonnie Prigge, MRPC Executive Director, shared MRPC's comp time policy explaining that managers can approve up to 24 hours of overtime, after which Executive Director approval is needed.

Presentation II: Military Installation Readiness Review Tammy Snodgrass, MRPC Assistant Director and Orin Pogue, MRPC Community Development Specialist.

Ms. Snodgrass and Mr. Pogue provided an overview of the Military Installation Readiness Review (MIRR), a project that was funded by the Dept. of Defense-local Office of Defense-Community Cooperation and included three main components: the readiness review, a housing study and an emergency response tabletop exercise. The project aims to preserve public health and safety, enhance military readiness, and improve collaboration between

the installation and surrounding communities. Benchmark Planning is conducting the readiness review, which identified 28 potential hazards and 73 recommendations, while the housing study is being carried out by PGAV Planners. The final report and presentation are expected by the end of the year, incorporating findings from both the readiness review and housing study.

Ms. Snodgrass discussed the tabletop exercise, which simulated a tornado scenario that resulted in 60 injuries and 10 fatalities, including one military member. The exercise involved 68 participants from federal, state, and local agencies, including Fort Leonard Wood, which participated virtually, and highlighted strengths such as school emergency plans, redundant dispatch systems, and the county coroner's preparedness. Areas that were identified as needing improvement included developing a contingency communication plan to address gaps in the MOSWIN system, establishing pre-event liaisons between Fort Leonard Wood and civilian authorities, and enhancing plans for debris management and volunteer coordination.

Mr. Pogue presented an overview of the housing study for Fort Leonard Wood, explaining its purpose to support the military installation's mission while meeting community needs. He highlighted the study's focus on enlisted service members and its goals to analyze the housing market, identify gaps in quality and affordability, and provide recommendations for policy and strategy. He also emphasized the importance of gathering civilian input through a survey that is currently open until Aug. 25 and encouraged attendees to help distribute the survey to residents in the region. Mr. Pogue also mentioned upcoming virtual stakeholder workshops to discuss housing needs and challenges.

Updates from State and Federal Legislators:

No reports were given.

Transportation Advisory Committee: Bonnie Prigge

Ms. Prigge provided an update on transportation matters discussed at the joint Road and Bridge and Multi-modal TAC meeting which was held just prior to the MRPC meeting. The main order of business was review and ranking of the region's Transportation Alternative Program applications.

MoDOT received five applications from the Meramec Region for the Transportation Alternatives Program (TAP) and agency representative presented the applications for ranking at the joint meeting. After ranking by TAC and Multi-modal members, the group recommended the following priority order for funding.

1. City of Belle – Sidewalks
2. City of Waynesville – Crosswalks
3. City of Owensville – Rock Island Trail Expansion
4. Washington County – Sidewalks around courthouse square
5. City of Rolla – ADA improvements at sidewalk/street connections

Mayor Sean Wilson made a motion to approve the TAP application rankings as presented; Presiding Commissioner Vic Stratman seconded the motion. The motion carried.

Updates included the approval of grant applications for various municipalities and the implementation of the Federal Land Access program. She reported that the TEAP grant closes Sept. 13 and said the EDA Disaster Resiliency grant could cover transportation projects involving flooding in qualifying counties.

External Relations Committee: Shane Anselm, chair

Commissioner Anselm reported on External Relations activities as follows:

The committee discussed the need to fill several at-large commissioner positions, seniors, tourism, lending and the underrepresented. One nominee, Aimee Campbell of Rolla, was received for the tourism position and was approved by the committee and recommended to the full board.

Presiding Commissioner Vic Stratman made a motion to approve the nomination of Aimee Campbell to the tourism position. Commissioner Steve Vogt seconded the motion. The motion carried.

The committee also approved the award nominations that were received. Commissioner Anselm said 11 nominations were received. He noted that annual dinner invitations are set to go out in early September.

Chair Anselm also reported that the committee discussed the meeting schedule for Oct. 9. The committee recommended holding the TAC meeting on Oct. 9, with a full board meeting only if necessary. Typically, a board meeting is not held in October due to Annual Dinner event, however TAC will need to meet.

Commissioner May Heywood made a motion to hold the TAC meeting on Oct. 9 and a full board meeting immediately after, only if necessary. Presiding Commissioner Joey Auxier seconded the motion. The motion carried. As a result, there will be no MRPC committee meetings and no dinner served.

He also noted that he was re-elected committee chair and Tim Schulte was re-elected vice chair of the committee.

Operations Committee: Sean Wilson

Mayor Sean Wilson reported on operations activities as follows:

The committee reviewed the preliminary MRPC/MRB and MRPC/MRDC-RLF and IRP program financial statements for the period ended June 30, 2025.

Mayor Wilson made a motion to approve the preliminary financials for the period ending June 30, 2025; Commissioner Jan Haviland seconded the motion. The motion carried.

The committee reviewed the MRPC/MRB and MRPC/RLF and IRP program financial statements for the period ended July 31, 2025.

Mayor Wilson made a motion to approve the financials for the period ending July 31, 2025; Commissioner Shane Anselm seconded the motion. The motion carried.

Staff presented the EDA RLF Plan for CARES RLF Program Funds for discussion and recommended updates.

Presiding Commissioner Joey Auxier made a motion to approve the EDA RLF Plan for CARES RLF Program Funds as presented. Presiding Commissioner Vic Stratman seconded the motion. The motion carried.

The committee reviewed the RLF loan portfolio oversight report and discussed each loan's appropriate rating per the classification system.

Mayor Wilson made a motion to approve the RLF loan portfolio oversight report. Presiding Commissioner Joey Auxier seconded the motion. The motion carried.

The committee reviewed a Revolving Loan Fund loan request for a start-up library bar in Rolla, in partnership with Phelps County Bank. MRDC, serving as the loan review committee for MRPC, met Aug. 12, reviewed the credit memo and met the borrowers and banker and voted to recommend the loan.

The RLF loan, totaling \$85,000 plus closing costs, is recommended at an 8.5% interest rate for a 10-year note. The purpose of the loan is to purchase minimal equipment, furniture and fixtures, and provide working capital for the small business, doing business as, Bookmark This Bar, LLC in Rolla, MO. The loan is fully collateralized by a second DOT on business and a first UCC, perfected security interest, on M&E, F&F, Inventory Account Receivable, etc.

Mayor Wilson made a motion to approve the Revolving Loan Fund loan request. Presiding Commissioner Joey Auxier seconded the motion. The motion carried.

The committee elected Jason Ward as chair, and Shawn Bolerjack as vice chair for the upcoming year.

Planning Committee: Joey Auxier, chair

Presiding Commissioner Auxier reported on planning activities as follows:

Presiding Commissioner Auxier said he was re-elected chair and T.R. Dudley was re-elected vice chair of the committee.

Presiding Commissioner Auxier reported that the committee discussed potential dates in March 2026, locations and other planning activity items for the FY26 MRPC Board Retreat and Training.

Staff provided an update on the housing study that is part of the Military Installation Resiliency Review (MIRR) Grant and discussed the housing survey and outreach for the survey.

Housing Advisory Board: Tim Schulte, chair

No report was given.

Environmental: Tammy Snodgrass, Assistant Executive Director/Environmental Programs Manager

Ms. Snodgrass reported that the Homeland Security Oversight Committee meeting, originally scheduled for this month, has been canceled, and a new date has yet to be determined. She noted the cancellation was due to the delay in grant funds being released.

She reported that the next meeting of the Meramec Local Emergency Planning District is scheduled for Aug. 20 at noon at the MPRC office and that the next Ozark Rivers meeting is set for Sept. 16. She added that Ozark Rivers grants are due Aug. 15 by noon.

Ms. Snodgrass reported that there will be special collection on Sept. 13 in Salem.

A handout of environmental activities was provided.

Meramec Community Enhancement Corporation (MCEC): Vic Stratman

No report was given.

Meramec Regional Community Foundation (MRCF): Bonnie Prigge

No report was given.

Chairman's Report

Chair Griffin asked board members for suggestions for speakers at future MRPC meetings. Any suggestions can be sent to Bonnie Prigge for consideration.

Director's Report

Ms. Prigge mentioned a planned presentation by the director of MoDOT at the September MRPC meeting.

She informed the board about a phone system switch scheduled for the following day and the mailing of associate membership letters and chamber membership exchange letters. Ms. Prigge also mentioned that due request would be going out by Sept. 1.

On a final note, Ms. Prigge reported that Mayor Wilson was elected as Sustainable Ozarks Partnerships chair at yesterday's meeting.

Adjourn

Commissioner Mary Heywood a motion to adjourn the meeting at 9:00 p.m. Commissioner Jan Haviland seconded the motion. The motion carried.



~~Darryl Griffin, chair~~

Joey Auxier, Vice Chairman

Attest


