

Pioneer Trails Regional Planning Commission (PTRPC)
Board of Directors
Meeting Summary
March 16, 2010 Regular Meeting

1. Call to Order and Roll Call

The PTRPC Board of Directors' Regular Meeting was called to order by Chair Allan Rohrbach on March 16, 2010 at 1:34 p.m. in Room 203 of the Concordia Community Center at 802 S. Gordon in Concordia, Missouri.

The following Board members were present: Norvelle Brown, Allan Rohrbach, Tracy Dyer, Tammy Long, Elaine Horn, Tracy Brantner, Jo Ann Alpert, Destry Hough, Greg Swift, David Furnell, Terry Thompson, Dawson Heathman and Jeff Hancock.

The following Board members were absent: Donna Brown, Jason Kempton, Joe Kite, Rod Lindemann and Ken Yowell.

Also present were Kelly Dyer, Small Business and Technology Development Center at University of Central Missouri; Greg Razer, U.S. Senator Claire McCaskill's office; Nicole Knipmeyer, PTRPC Overall Agency Secretary; Rita Peterson, PTRPC Fiscal Officer; Ruth Anne Parrott, PTRPC Solid Waste Planner; Debbie Brackman, Environmental Secretary and Webmaster; Drew Weisberg, Community Development Planner; Randall White, PTRPC Executive Director and Nancy Heidrich, PTRPC Planning Assistant.

2. Recognition of Guests

Chair Rohrbach recognized Kelly Dyer, Small Business and Technology Development Center at University of Central Missouri and Greg Razer, U.S. Senator Claire McCaskill's office.

3. Consideration of Meeting Summary – January 26, 2010 Regular Meeting

Norvelle Brown made a motion to approve the meeting summary for the January 26, 2010 Regular Meeting. The motion was seconded and passed.

4. Treasurer's Report

a. Financials

Board members reviewed the financial reports.

b. PTRPC Executive Director's Expense Report

Tracy Dyer made a motion to approve Randall White's 01/20/10 – 02/09/10 and 02/10/10 – 03/09/10 expense reports. The motion was seconded and passed.

c. Approve Bills

Elaine Horn made a motion to approve amended bills and payments presented for approval on 03/16/10. The motion was seconded and passed.

d. PTRPC and Region F Solid Waste audits update

Mr. White reported the outcomes of the 03/12/10 meeting with Missouri Department of Natural Resources.

e. 2010 Budget Revisions

Mr. White presented and discussed the 2010 budget revenue and expense revisions. Questions were addressed.

Jeff Hancock made a motion to adopt the revised 2009-2010 PTRPC budget as presented. The motion was seconded and passed.

5. Activity Report

Board members reviewed the staff activity reports for 01/21/10 – 02/12/10 and 02/13/10 – 03/09/10. Randy White addressed a question about highlights of the National Association of Development Associations (NADO) Conference in Washington, D.C. There was discussion about PTRPC's policy on board members attending conferences.

6. Transportation update

Mr. White reported that PTRPC staff and Transportation Advisory Council (TAC) members attended the Missouri Department of Transportation (MoDOT) statewide transportation meeting on 02/25/10. Mr. White presented videos of transportation projects proposed for funding. Funding is not presently available; however, MoDOT would like to have projects prioritized and preliminary planning started should funding become available.

Mr. White described an Economic Development Administration (EDA) Planning Grant opportunity involving a three-mile section of US 50 near the junction of US 50 and MO58. A purpose of obtaining the funds would be to help ensure orderly safe transportation development. **Tracy Brantner made a motion for PTRPC staff to proceed with the grant application process for the EDA Planning Grant involving the three-mile section of US 50. The motion was seconded and passed.**

A draft of the MoDOT 2011 – 2015 Statewide Transportation Improvement Program (STIP) will be available for review in May 2010.

MoDOT will continue to accept funding applications for Safe Routes to Schools non-infrastructure projects until April 15th.

7. Homeland Security Regionalization update

Mr. White reviewed a list of the current members and terms of the Regional Homeland Security Oversight Committee (RHSOC) members. The RHSOC will consider the proposed RHSOC bylaw changes at the April meeting.

The status of the 2008 RHSOC grants was briefly reviewed. The 2009 RHSOC grant proposal recommendations have been forwarded to the Missouri State Emergency Management Agency (SEMA) for their approval.

An Interoperable Emergency Communication Grant Program (IECGP) subcommittee has been established for Region A.

Mr. White plans to attend the Spring Emergency Management Conference scheduled for April 20 – 23 in Branson, Missouri.

The next Region A RHSOC meeting is scheduled for 04/13/10 at 9:00 a.m.

8. Region F Solid Waste Management District update

Ruth Ann Parrott reported that a 9% reduction of landfill tipping fees has been noted for FY 2010 for the Region F area. A tipping fee reduction of 17% is projected for FY 2011 resulting in a \$300,000 allotment.

Ms. Parrott announced that Region F hosted mandatory solid waste grant training on 03/08/10 with ten participants attending. An additional training is scheduled for 03/19/10. Grant proposals are due on 04/05/10 by 4:00 p.m. An ad hoc Region F committee will meet, review grant proposals and give recommendations for funding to the Region F board. A new eligibility requirement for the grant recipients is a 15% cash match. Ms. Parrott reviewed the Region F board 2010 – 2011 grant allocation goals.

Mr. White discussed plans to put out a request for proposals for a three-year contract for region-wide household hazardous waste collection for the Region F area including a tentative timeline for the grant process. Ms. Parrott stated that staff are registered for the 2010 Missouri Recycling Association (MORA) Annual Conference from May 24 – 26 in Kansas City, Missouri.

9. Economic Development Administration (EDA)/Comprehensive Economic Development Strategy (CEDS) update

Drew Weisberg presented the upcoming CEDS Committee meeting dates with the next CEDS report due on 06/30/10. The seven goals for the CEDS were briefly reviewed as well as the CEDS scope of work activities. The CEDS projects include efforts of other organizations as well as efforts of the PTRPC.

10. PTRPC Board Membership update

Mr. White provided an update on the vacancies in the PTRPC Board. Mr. White expressed a willingness to follow the Board's lead and to follow-up with potential candidates.

11. Other Projects/Events

a. Hazard Mitigation Plan Update

Mr. Weisberg provided an update on the statuses of the Pettis and Saline counties' plans. The draft plans have been submitted to SEMA with feedback from SEMA expected by the end of March. The draft hazard mitigation plan updates for Johnson and Lafayette counties as well as the final hazard mitigation plan updates for Pettis and Saline counties are due on May 31. Staff has submitted invoices to SEMA for about \$7000 per plan for Pettis and Saline counties.

b. Sedalia District 200 FEMA Shelter/Gym Build update

Staff awaits feedback from FEMA regarding approval of the staff operation plan.

Staff is assisting the Sedalia-based local workforce investment board with collecting information on skill requirements for "green" career opportunities. The focus of the effort will be on collecting information about "green" jobs for alternative energy production, building and manufacturing businesses.

Staff has submitted a grant application to the Department of Homeland Security (DHS) for an emergency operations center in Johnson County. News of the application's status is expected in April.

12. Other Business

a. Missouri Association of Councils of Government (MACOG) update

PTRPC staff are assisting the Missouri Association of Council of Governments (MACOG) with a sewer plant survey 604(b) for the Department of Natural Resources (DNR) to assess the sewer treatment efforts of local jurisdictions (for cities with a population of 5,000 or less) in the

four-county area.

b. PTRPC Strategic Plan update

Mr. Weisberg reported that PTRPC is seeking a 501 (c) (3) status in order to increase the capacity of the organization and to increase revenue for PTRPC. The proposed articles of incorporation and proposed bylaws have been submitted. Mr. Weisberg reported that he has learned from other regional planning commissions that sometimes the boards for a 501 (c) (3) and a regional planning commission are merged. With a 501 (c) (3) status, PTRPC would be eligible to partner with the Small Business Administration regarding business financing. **Terry Thompson made a motion for staff to proceed with the 501 (c) (3) application. The motion was seconded and passed.**

The PTRPC staff plan to submit an application for an EDA revolving loan fund for small business lending. Mr. White stated he plans to limit the EDA Revolving Loan Fund (RLF) to \$150,000.

Mr. Weisberg briefly reviewed the Missouri Housing Development Commission's (MHDC) Home Repair Opportunity Program (HeRO) program as well as a potential partnership with the Federal Home Loan Bank of Des Moines (FHLB). Foundation grants could be another potential source of revenue for PTRPC. A loan review board would be necessary to review applications.

PTRPC staff plan to utilize the E-Verify program when hiring new employees.

13. Next meeting date

The next PTRPC Board meeting will be May 18, 2010 at 1:30 p.m.

14. Adjournment

Tracy Dyer made a motion to adjourn the meeting. The motion was seconded and passed. Chair Rohrbach adjourned the meeting at 2:50 p.m.

Approved this _____ day of _____, 2010.

Norvelle Brown
Secretary-Treasurer

NB: rw/nh