

Pioneer Trails Regional Planning Commission (PTRPC)  
Board of Directors  
Meeting Summary  
May 17, 2011 Regular Meeting

**1. Call to Order and Roll Call**

The PTRPC Board of Directors' Regular Meeting was called to order by Chair Tracy Dyer on May 17, 2011 at 1:35 p.m. in Room 203 of the Concordia Community Center at 802 S. Gordon in Concordia, Missouri.

The following Board members were present: Tracy Brantner, Norvelle Brown, Tracy Dyer, Gene Fangmann, Jeff Hancock, Mike Hayslip, Elaine Horn, Destry Hough, Joseph Kite, Rod Lindemann, Tamara Long, Allan Rohrbach and Greg Swift. A quorum was present.

The following Board members were absent: Jo Ann Alpert, Donna Brown, David Furnell, Dawson Heathman, Jason Kempton, Eric Rader and Terry Thompson.

Also present were the following: David Rohrbach, concerned citizen; Davoren Tempel, concerned citizen; Bill Tempel, concerned citizen; Jim Clarke, Economic Development and Community Planning Director for City of Odessa; Ruth Anne Parrott, Planner/Outreach and Education Specialist; Rich Buford, PTRPC GIS Specialist; Seth Capps, PTRPC GIS/Clerical Intern; Randall White, PTRPC Executive Director; Rebekah Eilers, PTRPC Fiscal Officer; Nikki Knipmeyer, PTRPC Overall Agency Secretary and Nancy Heidrich, PTRPC Planning Assistant.

**2. Recognition of guests and new board members**

Chair Dyer acknowledged guests and new PTRPC Board member Mike Hayslip, City Administrator for the City of Odessa.

**3. Consideration of Meeting Summaries – January 25, 2011 Regular Meeting and March 15, 2011 Regular Meeting.**

The January 25, 2011 Regular Meeting Summary was reviewed. **Norvelle Brown made a motion to approve the January 25, 2011 Regular Meeting Summary as presented. Greg Swift seconded the motion. The motion passed.**

The March 15, 2011 Regular Meeting Summary was reviewed. **Norvelle Brown made a motion to approve the March 15, 2011 Regular Meeting Summary as presented. Elaine Horn seconded the motion. The motion passed.**

**4. Treasurer's Report**

**a. Financials**

Board members reviewed the financial reports.

**b. PTRPC Executive Director's Expense Report**

Board members reviewed the director's expense report. **Allan Rohrbach made a motion to approve Randall White's expense reports for March and April 2011. Joe Kite seconded the motion. The motion passed.**

**c. Approve Bills**

Rebekah Eilers distributed copies of the amended invoices for April and May 2011. **Allan Rohrbach made a motion to approve payment of the amended list of April and May 2011 invoices as presented. Elaine Horn seconded the motion. The motion passed.**

**d. Region F Solid Waste Management District audit update**

Rebekah Eilers stated that the Region F Solid Waste Management District audit is still in progress. There was discussion about the past performance audit as well as past years' financial audits.

Chair Dyer clarified that PTRPC Board members for the larger cities in Lafayette County (Higginsville, Lexington and Odessa) rotate the voting member's responsibility. The current voting member for the larger cities in Lafayette County is Mike Hayslip representing Odessa. The Higginsville representative (Donna Brown) and Lexington representative (Dawson Heathman) are welcome to participate in discussions; however, they are ex officio members throughout FY 2011.

\* \* \* Destry Hough arrived at 1:42 p.m. \* \* \*

Mr. White stated each PTRPC Board member can select an alternate to participate at PTRPC Board meetings in the board member's absence. Ken Yowell with the Marshall Chamber of Commerce resigned from his position at the Chamber and as a PTRPC Board member. Norvelle Brown commended Mr. Yowell on doing a fine job with the Chamber.

**e. 2011 Budget Revisions**

Mr. White reviewed the proposed changes for expenditures and revenues for the 2011 PTRPC budget. **Jeff Hancock made a motion to approve the recommended revisions to the 2011 PTRPC budget as presented. Allan Rohrbach seconded the motion. The motion passed.**

**f. 2012 Budget Revisions**

Mr. White presented three 2012 PTRPC budget goals: Continue to increase services to the region (quality and quantity), create a stable workforce and provide professional development for our employees. Mr. White stated that the PTRPC has an internal strategic plan. There was discussion about serving the counties that we represent. Mr. White reviewed the proposed changes for expenditures and revenues for the 2012 PTRPC budget.

There was discussion about changing the PTRPC dues. Those present asked for additional information regarding proposed dues changes.

There was discussion about making the budget information more legible.

**Jeff Hancock made a motion to approve the 2012 PTRPC budget with the proposed revisions excluding any changes to the PTRPC membership dues, that PTRPC provides a report in the next week or two to the Board members and that we discuss the 2012 budget again at the next meeting. Allan Rohrbach seconded the motion. There was discussion. The motion passed.**

\* \* \* Tracy Brantner and Tamara Long left the meeting at 2:46 p.m. A quorum was yet present.\* \* \*

## **5. Activity Report**

Mr. White presented the PTRPC staff activity report for 03/15/11 – 05/11/11. **Allan Rohrbach made a motion to approve the activity report. Norvelle Brown seconded the motion. The motion passed.**

## **6. Manpower challenges**

Mr. White reported he had received applications for both the PTRPC Community Development/Grant Writer position and the Solid Waste Household Hazardous Waste Education/Awareness Specialist position. Mr. White explained that the Region F Solid Waste Management District Board has not yet given its approval for the solid waste position.

## **7. Transportation update**

Nancy Heidrich discussed the restructuring changes that are occurring with the Missouri Department of Transportation (MoDOT). The PTRPC Transportation Advisory Council (TAC) has recommended that the PTRPC Board approve the 2012 PTRPC Transportation Work Plan. Side walk assessments will be a new part of the 2012 Transportation Work Plan. Mr. White stated that the PTRPC had received a response from MoDOT about PTRPC's interest in MoDOT using scrap tires for rubberized asphalt. Mr. White announced the next Highway 13 Corridor Coalition meeting will be June 13, 2011 in Warrensburg and the next Highway 65 Corridor Coalition meeting will be May 19, 2011 in Sedalia.

## **8. Homeland Security Regionalization update**

Mr. White stated there are some vacancies to be filled on the Region A Regional Homeland Security Oversight Committee (RHSOC). Mr. White gave an update of the 2006 – 2008 RHSOC grants reallocations. Later in May, the RHSOC will meet to distribute the laptop computers and the Geographic Information System (GIS) software. PTRPC staff will go out to the Region A RHSOC counties to provide additional information to persons/organizations wanting to provide bids for transfer switches for the mass care shelters. The bid date deadline for the transfer switches is July 8, 2011. The RHSOC FY2011 grant application proposals will be reviewed by the RHSOC on June 7, 2011. Mr. White reviewed the RHSOC effort timeline.

## **9. Region F Solid Waste Management District update**

Ruth Anne Parrott described the Recovered Materials Fair that PTRPC will host in November 1, 2011. Ms. Parrott stated that Rebekah Eilers and she will discuss the financial audit with Brenda Ardry with the Department of Natural Resources (DNR) later this week. The proposed Household Hazardous Waste (HHW) position could potentially oversee the HHW and educational activities. Ms. Parrott states that Region F plans to apply for funding once the PTRPC obtains their 501(c)(3) status. Ms. Parrott discussed the disallowance based on past audit findings, balancing the solid waste books and continuing to work with DNR. Ms. Parrott commended Debbie Brackman for her work with Region F. There was discussion about tire collections. Ms. Parrott reported that all five counties participated in the drug take-back day.

\* \* \* Elaine Horn left the meeting at 3:28 p.m. A quorum was no longer present. \* \* \*

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

Mr. White noted that the CEDS Committee has an opening for a private sector representative as noted on p. 7 of the Annual CEDS and Progress Report for July 1, 2010 – June 30, 2011. Mr. White reported that the CEDS Committee has adopted the report and has recommended that the PTRPC approve the report.

**11. Other Projects/Events**

**a. Multi-Jurisdictional Hazard Mitigation Plan (HMP) update**

Mr. White provided an update about the HMP activities.

**b. Wastewater Assessment Survey update**

Mr. White stated that the surveys are complete and that community presentations will be scheduled.

**c. Community Development Block Grant (CDBG) Higginsville Daycare grant administration update**

Mr. White said that the timeline is being revised and the award of the construction contract will be scheduled.

**d. MO Electrical Coop HMP**

Mr. White gave an update on the progress of the project.

**e. Broadband Regional Technology Planning**

Mr. White stated that a kick-off meeting was held in April. There was discussion about broadband needs in the area.

**12. Other Business**

No other business was discussed.

**13. Next meeting date – Tuesday, July 19, 2011**

The next PTRPC Board meeting is scheduled for July 19, 2011.

**14. Adjournment**

Hearing no objection to adjourning the meeting, Chair Dyer adjourned the meeting at 3:33 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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Norvelle Brown  
Secretary-Treasurer

TD: rw/nh