

Pioneer Trails Regional Planning Commission (PTRPC)
Board of Directors
Meeting Summary
July 19, 2011 Regular Meeting

1. Call to order, roll call and quorum check

The Pioneer Trails Regional Planning Commission (PTRPC) Board of Directors' Regular Meeting was called to order by Vice Chair Rod Lindemann on July 19, 2011 at 1:33 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, Gene Fangmann, Rod Lindemann, Allan Rohrbach and Greg Swift. A quorum was not present.

The following Board members were absent: Jo Ann Alpert, Tracy Brantner, Donna Brown, Barbara Carroll, Jim Clarke, Tracy Dyer, David Furnell, Dawson Heathman, Elaine Horn, Destry Hough, Jason Kempton, Joseph Kite, Tamara Long, Eric Rader and Terry Thompson.

Also present were the following: Ruth Anne Parrott, PTRPC 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; Cathy Cox, PTRPC Community Development Planner/Grant Writer and Nancy Heidrich, PTRPC Planning Assistant.

2. Recognition of guests

Vice Chair Lindemann welcomed guest Shaelyn McClanahan, Field Representative for U.S. Congresswoman Vicky Hartzler (MO-4) and Cathy Cox, new PTRPC Community Development Planner/Grant Writer.

3. Consideration of meeting summary – May 17, 2011

Members reviewed the May 17, 2011 Regular Meeting Summary. Consensus was to postpone the approval of the meeting summary until the next PTRPC Board meeting.

Randy White reviewed the current PTRPC Board membership. Mr. White encouraged members to select Board alternates if they had not already done so to help meet quorum requirements at Board meetings.

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. Consensus was to postpone the approval of the executive director's expense report until the next PTRPC Board meeting.

c. Approve Bills

Rebekah Eilers distributed copies of the amended invoices for June and July 2011.

d. 2012 budget amendment

Mr. White reviewed the PTRPC 2012 budget amendments. Mr. White reviewed the PTRPC 2012 budget goals including continuing to increase services to the region, creating a stable workforce and providing professional development for PTRPC employees.

Rebekah Eilers stated that the Region F Solid Waste Management District audit is still in progress. Randall Fiene, auditor, will present the Region F Solid Waste Management District financial audit for FY 2010 to the Solid Waste Board on 07/26/11. There was discussion about the past performance audit as well as past years' financial audits for Region F.

e. Salary rate structure review

Consensus was for the Regular Meeting to adjourn and to convene in Closed Session pursuant to Section 610.021 RSMo. The Regular Meeting adjourned to go into closed session at 2:00 p.m.

The Regular Meeting reconvened at 2:20 p.m.

5. Activity Report

Mr. White presented the PTRPC staff activity report for 05/17/11 – 07/15/11.

6. Transportation update

Nancy Heidrich referred to the "Transportation Update" located in the Board packet as a summary of PTRPC transportation activities. Rich Buford provided a brief summary of PTRPC's plans to begin performing sidewalk assessments and inventories in the four-county area. Mr. White announced the next Highway 13 Corridor Coalition meeting will be August 8, 2011 in Richmond and the next Highway 65 Corridor Coalition meeting is tentatively planned for September 2011 in Sedalia. Mr. White stated that the PTRPC Transportation Advisory Council (TAC) has recommended that the Board approve support for intersection upgrades for the Goodloe Orchard Road and MO 224 area in Lexington, Missouri.

7. Homeland Security Regionalization update

Mr. White reviewed the current membership and vacancies to be filled on the Region A Regional Homeland Security Oversight Committee (RHSOC). Mr. White reported that the RHSOC met this morning and Bates County Commissioner Randy Pike has requested more commissioner representation on the RHSOC. Mr. White reviewed the RHSOC effort timeline for FY 2006 – FY 2012. Mr. White Discussed the results of the RHSOC transfer switch bids.

8. Region F Solid Waste Management District update

Ruth Anne Parrott reported that grant reporting training was held last week. Ms. Parrott reported there will be a solid waste management booth at the Missouri State Fair in August. Solid Waste Management staff will attend a Household Hazardous Waste (HHW) conference in September. HHW pick-ups are scheduled for Johnson and Saline counties and a scrap tire pick-up in Sedalia on 10/01/11. Ms. Parrott briefly reviewed plans for the Recovered Materials Fair that Pioneer Trails will host on November 1, 2011. Ms. Parrott reported she is working on a solid waste management grant application in partnership with the Department of Natural Resources.

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

Mr. White stated that the CEDS annual report has been submitted to the EDA.

10. Other Projects/Events

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

Mr. White provided an update about the HMP activities. The Federal Emergency Management Agency (FEMA) visited PTRPC recently to discuss recommended changes to the county HMPs so that they can be approved by FEMA. Rich Buford reported that the St. Clair County Commissioners signed a resolution yesterday regarding their HMP.

b. Wastewater Assessment Survey update

Mr. White stated that the wastewater assessment surveys are complete. Community presentations will be scheduled upon request.

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

Mr. White stated that the environmental review report has been completed. Mr. White said that the timeline is pending and the award of the construction contract is unknown.

d. Missouri Electrical Coop Hazard Mitigation Plan (HMP)

Mr. White stated a meeting with the two electrical coops is scheduled for July 21, 2011. Mr. White plans to take some surveys to the Missouri State Fair and request that eligible customers complete them.

e. Broadband Regional Technology Planning

Mr. White reported that the next sector meeting is scheduled for August 23, 2011.

f. United States Department of Agriculture (USDA) Waverly project

No additional information was presented on the Waverly project.

11. Other Business

Mr. White briefly reviewed the Community Development Block Grant (CDBG) land use planning project for Johnson, Pettis and Saline counties. Mr. White explained that the leftover funds came from the 2008 disaster declaration that President Bush signed. The funds available equal around \$94,000 with an additional local match. Mr. White reported that he got an environmental exemption. Mr. White also spoke with the county commissioners about what PTRPC can do for them such as technical assistance, professional development, identification mapping and integrating the program outcomes from the effort. Mr. White reviewed assistance needs desired for each of the three counties to be completed in the next 18 months. This grant is a reimbursable grant.

12. Next meeting date – Tuesday, September 20, 2011

The next PTRPC Board meeting is scheduled for September 20, 2011 at 1:30 p.m.

13. Adjournment

Hearing no objection to adjourning the meeting, Vice Chair Lindemann adjourned the meeting at 2:50 p.m.

Approved this _____ day of _____, 2011.

Norvelle Brown
Secretary-Treasurer

RL: rw/nh