

**MINUTES**  
**ABCD REGIONAL PLANNING COMMISSION**  
**MO-KAN REGIONAL COUNCIL**

**June 25, 2008**  
**7:00 PM**

<b>PRESENT:</b> Donna Jean Boyer – City of St. Joseph	Dan Hausman – Buchanan County	Don Moore – Clinton County
Mike Bozarth – City of St. Joseph	Christy Isaacs – Atchison County	Ruth Ross – DeKalb County
Jim Crenshaw – Clinton County	Michael Johnson – City of Cameron	Arletta Walker – City of Fillmore
Jack Euler – Doniphan County	Bill Kretzer – Savannah, MO	
Harold Hamm – City of St. Joseph	David Laurie – City of Atchison	
<b>OTHERS</b> Tom Bliss – MKRC	Jackie Spainhower – MKRC	John Perrino – MKRC
<b>PRESENT</b> Cassie White – MKRC	Jon Ecker – MKRC	Connie Heard - MKRC

The combined meetings of ABCD Regional Planning Commission and Mo-Kan Regional Council were held June 25, 2008 at the Mo-Kan Regional Council offices, 1302 Faraon Street, St. Joseph, MO at 7:00 PM with Chairperson Ruth Ross presiding. Prior to the combined meeting, a Personnel Committee and Budget & Finance Committee meeting were held.

1. **Ruth Ross called the meeting to order at 7:00 pm.**
2. **Motion to adopt revised agenda. Motion made by Mike Johnson, seconded by Jim Crenshaw. Motion passed unanimously.**
3. **Motion to approve minutes of the combined meeting of Mo-Kan Regional Council and ABCD Regional Planning Commission of May 28, 2008 made by Mike Johnson, seconded by Don Moore. Motion passed unanimously.**
4. **Treasurer's Report** – Dan Hausman presented Treasurer's Report. **Motion to approve report made by Mike Johnson, seconded by Harold Hamm. Motion passed unanimously.**
5. **Committee Reports:**
  - A. **Personnel Committee Report** – Don Moore stated the Committee report would be discussed under new business.
  - B. **Budget and Finance Report** – Dan Hausman presented proposed budget. Tom Bliss discussed Workforce Investment Board and hiring of Connie Heard and two career counselors in our four (4) counties to help dislocated workers. Connie elaborated on program. **Mike Johnson made motion to approve budget, seconded by Don Moore. Motion passed unanimously.**
  - C. **Revolving Loan Fund Committee** – Jon Ecker stated RLF Committee met to consider an RLF Loan to Timothy Lentz dba Lentz Express for the purchase of a convenience store/fueling station located at 729 1<sup>st</sup> Avenue East, Horton, KS.
6. **New Business:**
  - A. **Approval of RLF Loan to Timothy J Lentz in the amount of \$20,000** – Jon Ecker continued discussion on Lentz Express. **Motion to approve RLF Loan made by Mike Bozarth, seconded by Donna Jean Boyer. Motion passed unanimously.**
  - B. **MK #635 A-95 Clearinghouse – Community Action Partnership (CAP) Project Head Start** – Tom Bliss presented to committee CAP's plan of requesting emergency supplemental funding and a temporary program option change from Combination services to Home Base services beginning July 1, 2008, and until new St. Pat's facility is completed / ready to provide combination services. CAP is requesting \$25,000 of Federal funds with \$6,250 of in-kind funds for a total of \$31,250. **Motion to approve made by Don Moore, seconded by Mike Johnson. Motion passed unanimously.**
  - C. **Approval to enter into lease agreement for building space with Bank Midwest in Cameron** – Tom Bliss presented to committee that at the April 1, 2008 WIB Board meeting the WIA – Dislocated Worker contract was offered to Mo-Kan Regional Council. This contract assists

dislocated workers permanently laid off from their job due to a workforce reduction, business closure or farm failure and displaced homemakers including military service members or military spouses. The current program provider has a small office in the Cameron Bank Midwest. To ensure continuity and offer convenience for DeKalb and Clinton county residents, a small office would be necessary. **Motion to approve MKRC to enter into a 12-month lease with Bank Midwest at \$90/month (plus computer and telephone lines) for office space in Cameron by Jim Crenshaw, seconded by Dan Hausman. Motion passed unanimously.**

**D. Approval of contract with Midland Empire Chapter of American Red Cross for \$61,527** – Jackie Spainhower presented to committee a continuation contract to provide mass sheltering service in fifteen (15) county region. Contract would begin on July 1, 2008 and extend through June 30, 2009. **Motion to approve contract made by Dan Hausman, seconded by Don Moore. Motion passed unanimously.**

**E. Approval of contract with Northwest Missouri Regional Council of Governments (NWRCOG) for \$2,500** – Jackie Spainhower presented to committee a continuation contract that would enable NWRCOG to complete tasks such as, filling vacancies on the HSOC, educating the public on HSOC activities, and distribution of grant notices and press releases. **Motion to approve contract made by Mike Johnson, seconded by Dan Hausman. Motion passed unanimously.**

**F. Approval of contract with Green Hills Regional Planning Commission (GHRPC) for \$2,500** – Jackie Spainhower presented to committee a continuation contract that would enable GHRPC to complete tasks such as, filling vacancies on the HSOC, educating the public on HSOC activities, and distribution of grant notices and press releases. **Motion to approve contract made by Mike Johnson, seconded by Don Moore. Motion passed unanimously.**

**G. Approval of contract with George Albert for \$12,000** – Jackie Spainhower presented to committee a continuation contract with George Albert that would enable him to coordinate training for emergency response personnel within the fifteen (15) counties that comprise Region H. **Motion to approve contract made by Dan Hausman, seconded by Jim Crenshaw. Motion passed unanimously.**

**H. Discuss proposed Resolution #148 – Adjusting Travel Expenses from \$0.37/mile to \$0.45/mile** – Tom Bliss presented to committee an amendment to the Mo-Kan Regional Council Personnel Manual that would give employees who use their private automobile in the course of Council business to be reimbursed per mile, plus parking fees, bridge and road tolls, and taxi or limousine costs. Section 608: Business Travel Expenses currently states staff will be reimbursed at a rate of thirty-seven cents (\$0.37) per mile for travel. Proposed Section 608: Business Travel Expenses would state, staff will be reimbursed at a rate of forty-five cents (\$0.45) per mile of travel. **Motion to approve Resolution made by Mike Johnson, seconded by Dan Hausman. Motion passed unanimously.**

**I. Selection of Officer Nominating Committee** – Ruth Ross presented to committee an opportunity to volunteer for committee. Mike Bozarth, Christy Isaacs, and Ruth Ross volunteered to serve on the nominating committee.

## **7. Old Business:**

**A. Discuss draft Comprehensive Economic Development Strategy (CEDS)** – Tom Bliss welcomed discussion on CEDS for our region. New proposed plan is not as specific as the old plan. If project is not covered in CEDS, the Economic Development Administration (EDA) will not approve the proposed project. **Motion to approve proposed draft of CEDS made by Christy Isaacs, seconded by Bill Kretzer. Motion passed unanimously.**

## **8. Other Business – None**

**9. Status/Staff Reports:**

**A. Community and Regional Planning Activities** – Jackie Spainhower presented to committee that she was asked to sit on the Task Force for Kansas CDBG and recently came back from Salina where she reviewed the CDBG administration and certification processes. Transportation Advisory Committee (TAC) Legislative Luncheon was held Friday, June 20 on the Northwest Missouri State University campus. Luncheon proved to be a good turnout from the TAC members with a few legislators were there. Luncheon was an informative session that went over Department of Transportation funding issues and the hardship they will be facing in the future. Lathrop Senior Housing Project is still in the works.

**B. Other Staff Reports** – None

**C. Community Development Block Grant (CDBG) Update** – Cassie White presented to committee an update on current CDBG projects. Highland's Community Center/Fire Station is still under construction. They just completed their twelfth request for funds. The City of Cameron is pouring concrete for the McElwain Drive Extension. Estimated completion is mid-July. Trimble is in the design phase of their Sanitary Sewer Project. Cosby is still trying to pull together funding for their sanitary sewer system.

**D. Revolving Loan Committee** – John Perrino presented to committee that the RLF Committee met last week to discuss loans that are open. At this time, no action will be taken on any loan that is past due.

**10. Report of Chair** – Introduced Connie Heard as the Director of Workforce Investment. Connie presented to committee that two career counselors were hired and would start work July 1, 2008. Melissa Whitaker is from the Cameron Career Center, and would serve that community by being located at the Bank Midwest there most of the time. Wendy Vaughn is a dislocated worker herself, and will be either serving at the career center or traveling to surrounding communities.

**11. Report of Director** – Tom Bliss presented to committee that the Senior Housing Project in Savannah is still in the pipeline. Tom also stated that he is working on a few grants for Maysville and Gower for Senior Housing. Osborn is currently in the process of compiling an application for a wastewater system. Tom was privileged to serve on a video conference with Senator Claire McCaskill in Washington, D.C with Tye Parsons from Northwest and Randy Railsback from Green Hills.

**Meeting adjourned at 8:10pm.**

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