



## South Central Illinois Regional Planning & Development Commission

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### MINUTES – MONTHLY BUSINESS MEETING

**TUESDAY, FEBRUARY 28, 2017**

**RYAN’S**

**EFFINGHAM, ILLINOIS**

#### Commissioners Present

Phil Wiley	Clay County
David Johnson	Clay County
Dan Sulsberger	Clay County
Herb Henson	Clay County
Sasha Althoff	Effingham County
David Campbell	Effingham County
Mike Brown	Effingham County
Norbert Soltwedel	Effingham County
Larry Taylor	Effingham County
Sasha Althoff	Effingham County
Lloyd Stanley	Fayette County
Jeff Beckman	Fayette County
Glen Gurtner	Fayette County
Tom Brown	Jasper County
Jeff Smithenry	Jasper County
Angela Fehrenbacher	Jasper County
Ken Larimore	Jasper County
Erwin Hahn	Marion County
Chet Burks	Marion County
David Armbrust	Marion County

Guests Present: None

Staff Present: James Patrick, Executive Director

Jeanne Dunahee, Assistant

Chairman Soltwedel called the meeting to order at 7:00 p.m.

#### **ROLL CALL** *(Taken by signature sheet – see the list of attendees above)*

Twenty-one voting Commissioners attended, constituting a legal quorum. Soltwedel asked if there was any further business. There being none, he moved on to the Recognition of Guests.

#### **RECOGNITION OF GUESTS/HEARING OF THE PUBLIC**

No recognition of guests.

## **APPROVAL OF MINUTES**

### **January 31, 2017 Monthly Meeting**

Soitwedel asked if there were any comments or corrections to the Monthly Meeting Minutes. There being none, a motion was made by Taylor to accept the Minutes as presented and seconded by M. Brown (*Approved*).

## **BILLS & COMMUNICATIONS**

### **Upcoming Grant Deadlines and Submissions**

Patrick referred to page five, informed those present about the Federal Recreational Trails Program, which was not included on page five, but wanted to make commissioners aware of, is administered through the Illinois Department of Natural Resources and funded by the Federal Highway Administration. The program provides up to 80% funding with a 20% non-federal match required for the acquisition, development rehabilitation, maintenance for the motorized and non-motorized recreational trails. The maximum grant award is \$200,000, due April 1<sup>st</sup>.

The Commission is reapplying for a GIS grant, he noted the USDA person in Mt. Vernon relayed to him there have not been many submissions to date. She noted since they turned down the Commissions grant application, which was the top grant in the state last year, due to the lack of matching funds; she would like the Commission to reapply under a program that has more funds to provide the GIS services to the five-county region. James and Luke are currently working on the GIS grant application and estimate that \$35,000 with a match of 9,000 could be used to promote and provide some GIS work within the region.

### **Commission Promo for CDBGs**

Patrick moved on to page six, noting the Community Development Block Grants (CDBGs) take a lot of preparation (i.e. survey and income information from the community) and pointed out the project categories available under the CDBG program. If there are questions concerning the program, please call the Commission. The Commission has six CDBG lined up for FY-2017, two public infrastructure and four communities for the housing category. Soitwedel ask if there was a limit to how much money is available under the program. Patrick replied \$450,000 is the maximum amount, one grant per community, per year. Patrick asked if there were any questions concerning the grants, there being none a motion was entertained by Henson to approve the Bills & Communications which was seconded by T. Brown (*Approved*).

## **TREASURER'S REPORT**

### **January 16, 2017 – February 15, 2017 Commission Financial Report**

Patrick referred to page 7, bringing attention to checks #31545 and #31546. He reported there have been several issues with Charter Communications services which has required remapping the server. After several calls to Charter a tech came to the Commission office and replace the modem, hoping that will resolve the issue. Board members talked about Wabash Internet availability in the area which Patrick noted he would contact them when it was available. Checks written from January 23<sup>rd</sup> through February 15<sup>th</sup> totaled \$38,059.49. Patrick moved on to page 8, reporting the activity on the Business Now Account, Checking Account, Accounts Receivables, the EDA 301 (b) Account, then on to page 9, concerning the EDA Title IX RLF Account and the Title IX RLF Savings Account activities concerning the Title IX RLF Sequestered Account and the RBI/CDI Account. Patrick reported moved on to pages 10 through 12 reporting the Year-to-Date Financial Statement, Revenue Update on CD's and on the Loan Portfolio Report. Patrick moved on to page 13, noting the final monthly foreclosure breakdown of Sessions loan and the agreed judgment breakdown on Sleep Stores, Inc. Patrick asked if there were any questions concerning the Treasurer's Report.

After some discussion, Soltwedel ask if there were any more questions, there being none, a motion was made by Stanley to accept the Treasurers Report as presented and seconded by Armbrust (*Approved*).

### **Approval of FY-2016 Agency wide Audit**

At this time, Patrick reported that the audit report and audit summary were available at the January 31, 2017 board meeting. Those not in attendance were emailed or mailed the summary. Patrick reported there were no significant findings during the audit for FY-2016. While there were some positive audit entries, most of the year was very concerning to the staff and the board as most are aware of. The summary was very accurate with most of the deficit for FY-2016 being grant management contracts with a total deficit of \$49,000 due to the CDBG grants being awarded so late in the fiscal year. The summary noted that the Commission had a loss of \$58,000 for the fiscal year. Patrick reported that being into a little over a quarter into the year, FY-2017 has been more positive.

### **STAFF REPORTS**

#### **January 16, 2017 – February 15, 2017**

Patrick referred to pages 14 through 17, reporting on the projects in process, completed projects, recently awarded, not awarded projects and projects to be planning for. Patrick asked if there were any questions, there being none he moved on.

### **COMMITTEE REPORTS**

The Areawide Loan Review Committee reviewed and approved an (SBA Loan Application) for Deb's Catering on February 21<sup>st</sup> 2017 – Patrick explained the pros and cons for the loan application to the full board of commissioners after which time a vote was taken by the full board with 20 yeas 0 nays and 1 abstention. SBA 504 Loan for Deb's Catering approved on February 28<sup>th</sup>, 2017.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **Commission's Sharp Copier**

Patrick explained that the Commission's

Soltwedel entertained a motion from T. Brown to accept the appointment of Taylor on the Executive Committee and seconded by Gibson (*Approved*).

T. Brown asked Patrick what the situation was concerning next year's audit report being issued. Patrick reported that Lyons had expressed she would be interested in conducting the Commission's audit again in 2017. He told her he needed to know in March and would write up a contract if needed.

### **ADJOURNMENT**

A motion was made by Larimore and seconded by Beckman, to adjourn the Commission's monthly business meeting held on February 28, 2017 (*Approved*). The meeting was adjourned at 7:45 p.m.

**APPROVED THIS, THE 28<sup>th</sup> DAY OF MARCH, 2017 A.D.**

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Herb Henson, Corporate Secretary  
SCIRPDC

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Norbert Soltwedel Chairman  
SCIRPDC