



## South Central Illinois Regional Planning & Development Commission

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### **MINUTES – MONTHLY BUSINESS MEETING**

**TUESDAY, JANUARY 31, 2017**

**DENNY'S**

**SALEM, ILLINOIS**

#### **Commissioners Present**

Dale Murbarger	Clay County
David Johnson	Clay County
Dan Sulsberger	Clay County
Herb Henson	Clay 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
Ricky Gottman	Fayette County
John Lotz	Fayette County
Glen Gurtner	Fayette County
Tom Brown	Jasper County
Pat Burtch	Jasper County
Angela Fehrenbacher	Jasper County
Erwin Hahn	Marion County
Chet Burks	Marion County
Mark Gibson	Marion County
David Armbrust	Marion County
Janie Grimes	Marion County
Tom Ashby	Marion County

**Guests Present:** None

**Staff Present:** James Patrick, Executive Director  
Luke Eastin, Economic Development Planner

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-three 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**

### **October 25, 2016 Monthly Meeting**

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

## **BILLS & COMMUNICATIONS**

### **Sessions Welding Update**

Patrick reported the closing of the Session's property occurred on December 28, 2016 in the amount of \$100,000.00. After expenses and fees were paid, the Commission netted \$88,353.41. This brought the Commission's final write-off after expenses to USDA, principal amount only, being \$52,764.43 and the Commission's audit purpose, the final write-off amount being approximately \$135,679.82 as reflected on page 23. He noted the HUD sheet on page five reflects the fees and expenses. Patrick asked if there were any questions, there being none he moved on.

### **Sleep Stores, Inc.**

Patrick reported that the December loan payment was written out of the wrong account and therefore reported as non-sufficient funds from the bank. After Jeanne and Patrick discussed the situation, she called Angie Thompson and told her to have a good check in the Commission's office the next morning. Thompson responded and paid the overdraft fee and late fee, the check cleared for the December 2016 payment. The January loan payment was made, therefore the next loan payment is due on February 25<sup>th</sup>. Patrick asked if there were any questions, there being none he moved on.

### **EDA District Planning Grant Renewal/Increase**

Patrick noted that after consulting with staff members, Luke and Sharon, on the renewal/increase of the Commission's 301(b) EDA District Planning grant, which is the grant that pays 100% of Luke's salary and a portion of Patrick's and Jeanne's salary, that the match can be met for the increase in grant amount. The Commission will receive \$17,500/quarter or \$70,000 annually beginning April 2017 in place of the \$55,628/year. He noted that Luke will make a presentation concerning the CEDS and ask for adoption of the CEDS and FY-2017-2019 District Planning Grant to EDA Resolutions.

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

Patrick referred to page nine, informed those present that under the IDOT program, the IDOT Illinois Transportation Enhancement Program and the Safe Routes to School Program due dates have been moved to late Fall 2017. Soltwedel ask if there were any questions, there being none, he entertained a motion from Burks and a second from M. Brown (*Approved*).

### **Welcome New Board Members David Campbell and Tom Ashby**

Patrick welcomed the two new Commissioners and noted he would be contacting them concerning an orientation meeting.

## **TREASURER'S REPORT**

### **November 16, 2016 – December 15, 2016 Commission Financial Report**

Patrick referred to page 10, bringing attention to checks #31460 and #31461. Checks written from November 29<sup>th</sup> through December 15<sup>th</sup> totaled \$44,600.38. Patrick moved on reporting activity on the Business Now Account, Checking Account, Accounts Receivables, the EDA 301 (b) Account,

the EDA Title IX RLF Account and the Title IX RLF Savings Account then reported on page 12 activities concerning the Title IX RLF Sequestered Account and the RBI/CDI Account. Patrick reported moved on to pages 13 through 15 reporting the Year-to-Date Financial Statement, Revenue Update on CD's and on the Loan Portfolio Report. He reported that the City of Kinmundy's January loan payment and late fees were paid late due to the secretary's illness. Patrick moved on to page 16, noting the monthly foreclosure breakdown and sell of Sessions real estate and the agreed judgment breakdown on Sleep Stores, Inc. Patrick asked if there were any questions concerning the Treasurer's Report.

### **December 16, 2016 – January 15, 2017 Commission Financial Report**

Patrick referred to page 17, bringing attention to checks #31493, #31494, #31499 and #31514. Checks written from December 16<sup>th</sup> through January 13<sup>th</sup> totaled \$43,386.66. Patrick moved on reporting activity on the Business Now Account, Checking Account, Accounts Receivables, the EDA 301 (b) Account, the EDA Title IX RLF Account and the Title IX RLF Savings Account then reported on page 19 activities concerning the Title IX RLF Sequestered Account and the RBI/CDI Account. Patrick reported moved on to pages 20 through 22 reporting the Year-to-Date Financial Statement, Revenue Update on CD's and on the Loan Portfolio Report. Patrick reported, on page 22, LTD Ford Lincoln's SBA loan reached the five year increment payment and therefore the Commission's CDC fee was reduced. Wells Fargo paid out \$1,285.01 and now pays \$1,251.17, a difference of \$33.84. He went on to explain, on page 23, the breakdown of Sessions write-off figure and the insufficient funds and payments made to the Sleep Stores, Inc. RBI loan. Patrick reported on page 24 the financial projections to June 2017, noting from March on does not include a couple of grants the Commission finally received grant management agreements from the State of Illinois. Several projects will soon be finalized, but there was a disappointment concerning the Farina Farms project. The Commission received an EDP TARP grant for Farina Farms and a DCEO Economic Development Grant for the total amount of \$973,000 but EDA did not come through. EDA cited that it was a quality application during the briefing but they could not overcome Farina Farms being a sole beneficiary of the sewer main. If Farina Farms were in the industrial park, it probably would have been awarded. After some discussion, Soltwedel ask if there were any more questions, there being none, a motion was made by Sulsberger to accept the November 16 to December 15, 2016 and the December 16, 2016 to January 15, 2017 Treasurers Reports as presented and seconded by Beckman (*Approved*).

### **FY-2016 Agencywide Audit Report**

At this time, Patrick asked the Commissioners present to take the FY-2016 Agencywide Audit Report home for review and bring back to the February 28, 2017 board meeting for approval.

### **STAFF REPORTS**

#### **December 16, 2016 – January 13, 2017**

Patrick referred to pages 25 through 28, reporting on the projects in process, completed projects, recently awarded, not awarded projects and begin planning for projects. Patrick asked if there were any questions, there being none he moved on.

### **COMMITTEE REPORTS**

None

### **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Appoint Larry Taylor to replace Carolyn Willenburg on Executive Committee**

Patrick explained that Commissioner Larry Taylor was contacted and noted he was willing to replace Carolyn Willenburg, who recently stepped down, on the Executive Committee. He asked if there were any appointments from the floor, there being none, Soltwedel entertained a motion from T. Brown to accept the appointment of Taylor on the Executive Committee and seconded by Gibson (*Approved*).

### **CEDS Update / Authorizing Resolution to Submit Three-Year District Planning Grant**

Eastin gave an update concerning the Comprehensive Economic Development Strategy (CEDS) document explaining the wording of the resolutions he was asking to be passed and the Commission's matching funds. Eastin asked if there were any questions, there being none, Soltwedel entertained a motion to authorize the Resolution to Submit the Three-Year District Planning Grant from Gibson and seconded by Armbrust (*Approved*).

### **Authorizing Resolution to Submit a 2017-2019 District CEDS to EDA**

Eastin explained that each Commissioner received, at the October 2016 board meeting, a survey to fill out and return as well as being emailed. The survey contained objectives and goals each Commissioner reported to be included in the CEDS document. Eastin noted 50% replied to the survey and thanked those who took the time to reply. He noted the entire CEDS document was emailed to everyone in January 2017 and that the survey's conveying the goals and objectives from those Commissioners who participated will provide EDA information when the Commission applies for EDA grants. Eastin then reported on the eight main priorities used in the CEDS document. Eastin asked if there were any questions or comments, Soltwedel had a comment on the corporate farm growth and moved that it be removed from the document and substitute with local government and participation because he does not see any corporate farm growth in the Commission's region. After some discussion, a second was made by Gibson to remove the corporate farm growth as one of the main priorities (*Approved*). Eastin then asked for authorization of the Resolution to submit a 2017-2019 District CEDS to EDA with the amended priority. Soltwedel entertained a motion from a show of hands, 20 approved the submission, zero opposed and five abstentions (*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 Johnson and seconded by Stanley, to adjourn the Commission's monthly business meeting held on January 31, 2017 (*Approved*). The meeting was adjourned at 7:55 p.m.

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

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Herb Henson, Corporate Secretary  
SCIRPDC

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Norbert Soltwedel Chairman  
SCIRPDC