

MINUTES

JOINT MEETING OF THE OZARK FOOTHILLS REGIONAL PLANNING COMMISSION, THE OZARK FOOTHILLS DEVELOPMENT ASSOCIATION, THE OZARK FOOTHILLS SOLID WASTE MANAGEMENT DISTRICT COUNCIL & ADVISORY COMMITTEE AND THE RIPLEY COUNTY PUBLIC HOUSING AGENCY

**June 10, 2021
REDMAN CREEK RECREATION AREA, WAPPAPELLO LAKE
6:00 PM**

CALL TO ORDER

The meeting was called to order at 5:51 p.m. by Brian Polk.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

The minutes of the meeting held March 11, 2021, and financial statements for the quarter ending March 31, 2021, were reviewed. Commissioner Jesse Roy made a motion to approve the minutes of the March 11, 2021, meeting and financial reports. Secretary Margaret Carter seconded. No opposition. Motion carried.

TRANSPORTATION ADVISORY COMMITTEE

Coordinator Andrew Murphy reported on the Transportation Planning Progress Report. The TAC met in April, 2021 and prioritized the County projects for multimodal and maintenance projects. In July, 2021 the TAC will be voting to prioritize the projects for the region and submit them to MODOT for MODOT's 5-year Statewide Transportation Improvement Program (STIP). MODOT did not do an update to their STIP last year, but they are planning to update this year. Our region has 47 projects in the draft pick at this time, 11 of which have some tie to projects that we prioritized. The comment period for the draft STIP ended June 4, 2021. The STIP will go to the Missouri Highway Transportation Commission meeting now, and on July 1, 2021 they are expected to pass all the projects and the 2022-2026 plan will be programmed for the next 5 years. This year's priority list has a lot of new projects and if anyone would like to view the projects, contact Andrew. The next TAC meeting is July 8, 2021 and a vote will be taken electronically before the meeting. The voting information was sent out today for all the TAC members. The meeting will be held at our office and anyone can call in if they would like.

Coordinator Murphy further reported on the Regional Transportation Plan Update. The plan is updated every two years, it was last updated in June, 2019. The plan was presented at our March, 2021 meeting and the draft has been available on our OFRPC website. The Transportation

Advisory Committee (TAC) received this plan in January 2021 and they approved it in April 2021. Coordinator Murphy asked that the Board approve the Regional Transportation Plan at the current meeting so it can be submitted to MODOT by June 30, 2021.

A Motion to approve the Regional Transportation Plan was made by Commissioner, Jesse Roy and seconded by Vice-Chairman, Paul Johnson; all board members approved. With no opposition, the motion carried.

Also, Coordinator Murphy reported on the Title VI Plan Update. This plan is good for 3 years and expires on June 30, 2021. Our current plan started in 2018. The Title VI Plan is a requirement of the Federal Highway Administration and requires that any entity receiving Federal Highway funds must have a Title VI Plan in place to address possible discrimination issues. Much of the MODOT funding we receive starts at the federal level. In order for us to continue with our transportation planning program, we have to follow the federal rules and regulations and have a valid Title VI Plan. We did hold a public hearing that was advertised and held at our office on May 18, 2021. We also had a 30-day public comment period that ran May 6 to June 4, 2021. We received no public comments. In the last 3 years that we have had the Title VI Plan we have received no complaints about the Planning Commission discriminating or not providing the proper assistance. There is no change to the current Title VI Plan from the previous plan. Coordinator Murphy asked the Board to approve the Title VI Program Plan Update which will be in effect through June 30, 2024. If approved, the plan update will be submitted to MODOT June 30, 2021.

A Motion to approve the Title VI Program Plan was made by Commissioner, Jesse Roy and seconded by Secretary, Margaret Carter; all board members approved. With no opposition, the motion carried.

SOLID WASTE MANAGEMENT DISTRICT

Recycling Center Supervisor, Jamie Lansford reported that prices are going up. Carboard is the main recycling item the Recycling Center receives and it went up \$20.00 last month. Newspaper has increased as well but the Recycling Center does not receive nearly as much newspaper due to the DAR no longer printing their own newspapers. The Recycling Center is still receiving a lot of plastic and it is 3 cents per pound. In the last 3 months, the Recycling Center has had 9-10 community service workers. The Recycling Center is having issues with the baler and the Executive Committee approved the purchase of a new (refurbished) baler. Director Jones will request bids on this equipment.

Director Jones reported that she received an e-mail from a concerned constituent who visited the Recycling Center and complained of the plastic piling up and the baling equipment being broken. Director Jones explained the situation regarding the baler to her.

Director Jones further reported on the Solid Waste Management District Grant Submission. The Solid Waste Management District is in the process of submitting the SWMD Grant to DNR. This is a \$90,000 grant that would go to the Recycling Center for Recycling Center operations and \$5,000 district operations grant. The \$5,000 grant pays for administrative overhead.

A Motion to approve the Solid Waste Management District Grant Submission was made by Secretary Margaret Carter and seconded by Commissioner Jesse Roy; all board members approved. With no opposition, the motion carried.

Director Jones further reported on the Ozark Foothills Regional Planning Commission Administrative Services Agreement. With the submission of the district grant application, the Ozark Foothills Regional Planning Commission has to have approval every year to be the administrative oversight for the Recycling Center and the Solid Waste Management District Grant.

A Motion to approve the OFRPC Administrative Service Agreement was made by Commissioner Jesse Roy and seconded by Vice-Chairman Paul Johnson; all board members approved. With no opposition, the motion carried.

OZARK FOOTHILLS DEVELOPMENT ASSOCIATION

Director Jones informed the group that we have one incubator space still available. If anyone is interested in viewing it, they can contact our office. The space is about 2,500 square feet and a reasonable price. The original Incubator that was constructed in the 1980's has a new roof. Felicity Ray wrote a grant to UDSDA to fund \$75,000 of that roof cost which was about \$140,000.

OZARK FOOTHILLS REGIONAL COMMUNITY FOUNDATION

Director Crystal Jones reported upon activities of the Ozark Foothills Regional Community Foundation (OFRCF). Currently the market value of funds is \$1,833,176.53. That amount has increased since the last report. The OFRCF is working on fund development for Naylor. There has been interest from an anonymous donor about setting up a community fund for the residents of Naylor.

Community Development Specialist, Ashley Bolt reported on the Coover Grant Recipients. The Ozark Foothills Regional Community Foundation received a \$10,000 grant from the Community Foundation of the Ozarks. The OFRCF re-granted those monies in \$2,500 increments to four organizations that were not originally eligible for Cares Act Funds. Those organizations were the Animal Welfare Alliance of Southeast Missouri, Naylor Nutrition Center, Haven House and Clearwater R-1 Community Foundation.

RIPLEY COUNTY PUBLIC HOUSING AGENCY

Housing Coordinator Ilene Ward reported upon the Section 8 Rental Assistance Program. The Ripley County Public Housing Agency is assisting 393 families in our five-county region. RCPHA currently has 228 families on the waiting list. The waiting list opened June 1, 2021, and will be accepting applications through the end of the month. RCPHA also has 50 VASH vouchers. These are used to house homeless Veterans that are referred to the RCPHA by the VA Hospital. 48 of these vouchers are filled.

Family Self Sufficiency (FSS) Coordinator Tiffany Sheffy reported that there were 34 families participating in the FSS Program who are working towards goals such as acquiring reliable transportation, obtaining a college degree, etc. 10 of the families have increased their household earnings from wages since they enrolled for the program. This has made them eligible to earn escrow money that they will receive if they successfully graduate from the program.

Housing Coordinator Sheffy also reported that there are now 13 families on the Homeownership program. We also have 6 families that are working on repairing their credit so they can work towards the goal of home ownership.

NEW GRANTS RECEIVED

Director Jones, reported upon the grant awards received during the prior quarter. It was summarized as follows:

- City Centerville, Missouri Department of Economic Development, to request funds to install a critical facility generator for the city's water well, \$19,142;
- City of Ellsinore, Missouri Department of Economic Development, to request funds for stormwater improvements, \$318,536;
- City of Poplar Bluff, Missouri Department of Economic Development, to request funds for stormwater improvements, \$701,824;
- City of Van Buren, Missouri Department of Economic Development, to request funds for improvements to low water crossings in the city, \$315,946;
- City of Poplar Bluff, Missouri Department of Economic Development, to request funding for the installation of a critical facility generator at the Poplar Bluff Police Department, \$50,000;
- City of Doniphan, Missouri Department of Economic Development, to request funding to widen Ball Park Road and install flood mitigation measures, \$897,043;
- City of Doniphan, Missouri Department of Economic Development, to request funding to stabilize the banks of Quick Creek, \$118,926;
- City of Doniphan, Missouri Department of Economic Development, to request funding to replace the Pine Street Pedestrian Bridge, \$129,502;
- City of Doniphan, Missouri Department of Economic Development, to request funding to replace water lines running across the Quick Creek, \$ 61,120;
- Carter County, Missouri Department of Economic Development, to request funding to install a critical facility generator at the Big Springs Medical Center Building; \$50,000;

- Carter County, Missouri Department of Economic Development, to request funds for a critical facility generator at the Carter County Nutrition Center, \$50,000;
- Carter County, Missouri Department of Economic Development, to request funds for a critical facility generator at the Van Buren Community Center, \$50,000;
- Carter County, Missouri Department of Economic Development, to request funding for additional waring sirens near Deer Run and Ellsinore, \$ \$39,600;
- Ripley County, Missouri Department of Economic Development, to request funding to install a critical facility generator at the county-owned Missouri Highlands Healthcare facility, \$43,400;
- Ripley County, Missouri Department of Economic Development, to request funding to install a critical facility generator at the new Ripley County Jail facility, \$50,000;
- Ozark Foothills Regional Planning Commission, Missouri Department of Economic Development, to request funds to partner with the USGS and SCOCOG to develop a flood inundation mapping program and plan, \$ 664,900;
- Butler County, Missouri Department of Economic Development, Paving County Road 639 in Broseley, \$177,599;
- City of Ellsinore, Missouri Department of Economic Development, to request funds for the construction of a new firehouse, \$456,700;
- City of Ellsinore, Missouri Department of Economic Development, paving along Walnut Street, Burch Street, Maple Street, Cherry Street, and Pine Street, \$316,072;
- City of Ellington, Missouri Department of Economic Development, paving sections of Fairground Street, Manor Street, Logan Street, Park Street, Meadow Drive, King Street, Clark Street, 3rd Street, Alley between 3rd and 4th Street, 5th Street, 6th Street, Caleb Street, Lloyd Street, Baker Street, Tubbs Avenue, and Pratt Hollow Road, \$295,819;
- City of Poplar Bluff, Missouri Department of Economic Development, paving project including Abington, Bradley, and Center Streets, Clyde, Clare, and Marion Avenues and North Riverview Drive, \$498,074
- City of Bunker, Missouri Department of Economic Development, paving project involving Oak Street, 5th Street, 4th Street, and the intersection of Main and 6th Street, \$226,914;
- City of Qulin, Missouri Department of Economic Development, paving sections of First Street, Second Street, Fourth Street, Fifth Street, and a portion of Connecticut Street, \$254,910;
- City of Naylor, Missouri Department of Economic Development, to request funding to construct a new senior center, \$499,931;
- City of Williamsville, Missouri Department of Economic Development, paving on sections of Wayne St, South Main, East Middle, Biggerstaff, First, a section at West and White Oak St, a section on East St, areas along School Street and around Williamsville Elementary School, \$234,386.

GRANT APPLICATIONS SUBMITTED

Director Jones reported the New Grant Application Abstracts. A summary of each proposal was provided to those in attendance as an attachment to *Resolution #313*. A motion was made by

Mayor Kevin Bynum and seconded by member Russell French; with no opposition, adoption of the resolution was approved.

DIRECTOR'S REPORT

Director Jones discussed with the group the FY 2022 Budget. A motion to adopt the Annual Budget for Fiscal Year 2022, *Resolution #314*, was made by Commissioner Jesse Roy and seconded by Secretary Margaret Carter; with no opposition, adoption of the resolution was approved.

Director Jones further discussed with the group the Indirect Cost Negotiation Agreement. In the past the OFRPC has not had an Indirect Cost Negotiation Agreement. This is a percentage that we can apply to grants and contracts that we receive for our overhead expenses. In the past, we have calculated actual costs. We negotiated an indirect cost rate with the Economic Development Administration. The Indirect Cost Negotiation document was presented to the group. Our indirect cost rate is now 22.43%. For all the Federal Grants we receive, we can request 22.43% for our overhead costs.

Chairman Polk advised the group that they can contact the OFRPC with any questions they have regarding any discussions in the Commission Meetings.

Director Jones advised the group that we are currently in the process of updating 3 of our counties Hazard Mitigation Plans, which are Ripley, Butler and Reynolds counties. Felicity Ray is working on the Ripley County Hazard Mitigation plan and has sent the first draft to SEMA for review. SEMA will respond to the first draft and will come back with changes which Felicity will make to their satisfaction and then SEMA will approve the plan and it will hopefully go into effect in 2021 and be good for 5 years. All of the jurisdictions that participated in the update of the plan are then eligible for FEMA grant programs. If you are a jurisdiction that did not participate in the update, you will not be eligible for any FEMA grant programs such as tornado safe rooms.

Director Jones is currently working on the Butler County Hazard Mitigation Plan update. Butler County had their first meeting on June 7, 2021 and are in the planning process. They are hoping to have the second meeting July 20, 2021. If you are a Butler County participant, you will need to participate in at least one meeting. Counties need to attend all meetings in order to be eligible for grant money.

Ashley Bolt reported on the Reynolds County Hazard Mitigation Plan, they will be having their third meeting June 28, 2021, and have sent out the community feed back survey to be sent to the residents. Reynolds County residents are recommended to take the public survey. The public survey is located on the OFRPC Facebook page.

Director Jones discussed with the group the CDBG Application Cycles. Currently there is a CDBG application cycle open called the CV program. This \$43,000,000 that the State of Missouri received to help prepare and respond to the Covid-19 pandemic. There is an application training on this on June 18, 2021. We are in the process of figuring out what projects will be eligible. It is clear that broadband, water/wastewater infrastructure will be eligible. If you have a project in mind that you think would be to prepare for, or respond to the Covid-19 pandemic, please let a grant writer know. We should have more information for you after the training on the June 18.

The regular FY21 application cycle should have been open by now. Director Jones heard from CDBG last week that it will be delayed and they are looking at program guidelines. We have started on several projects. If you have a project in mind, it will be awhile before we can submit a regular cycle competition application.

Ashley Bolt discussed with the group the Volkswagen Trust. She has not heard anything recent. They are doing the Survey of Interest but other than that she does not know of any updates.

Director Jones discussed with the group the 2021 Melvin Brinkley Public Service Award nominations. If you have an individual you want to nominate for the Melvin Brinkley Award, please send her the nomination by August 15, 2021. There are few stipulations for the award, the person cannot be an elected official, the person has to live in our 5-county region, the person cannot be nominated for a position as a paid employee. These rules were set by the Executive Committee.

Director Jones further discussed with the group the changing the retirement program for the OFRPC staff. OFRPC has the opportunity to join the local government retirement system which is LAGERS. The Executive Committee has agreed to move forward with the 50% LAGERS program for the staff. With the LAGERS retirement system, the OFRPC would purchase 50% of the prior service credit for the staff. Then it would be the staff's responsibility to purchase the other 50% if they would want all of their prior service worked with a local government counted in the retirement program. The Executive Committee also approved the program where the staff would contribute 4% of their salary to their own LAGERS retirement program. Director Jones indicated to the group that we have to initiate 45-day public information period. Director Jones has an Actuarial Study that the LAGERS system has prepared for the Planning Commission that includes all of the plan calculations. If anyone would like to view it, please contact the Planning Commission.

This meeting begins the 45 Day Public Information Period. Director Jones stated that the Board of the Directors of the Ozark Foothills Regional Planning Commission has received cost information for possible membership in the Missouri local government employee retirement system. In accordance with section 105.675 Revised Statutes of Missouri, said cost information shall be made available for public inspection for at least 45 calendar days from today prior to

adoption of membership. Interested parties may view a copy of this cost information at 3019 Fair Street, Poplar Bluff, MO 63901 and or/by contacting Crystal Jones, Executive Director, at 573-785-6402 or via e-mail at crystal@ofrpc.org. A copy of this statement can be found in the packet. At the next commission meeting we will be asking to adopt a resolution authorizing us to enter into the LAGERS retirement system.

Director Jones further discussed with the group the Executive Committee Membership. We are down a voting member of the Executive Committee that represents Carter County. The Executive Committee has been discussing which of our members would best fit this role. Rebecca Pacheco, was nominated and she has accepted the nomination to join the Executive Committee.

A Motion to approve Rebecca Pacheco as an Executive Committee Member was made by Commissioner Jesse Roy and seconded by member Russell French; all board members approved. With no opposition, the motion carried.

Director Jones indicated to the group that there have been staff changes. Chelsae Corida is no longer with us and we have hired 2 new staff members, one for grant administration and one grant writer. Alan and Amy are already at max capacity with current administrative projects. The new staff will start working with us on July 6, 2021.

Director Jones introduced the Legislative members that were in attendance. Missouri State Representative, Darrell Atchison and Madison Baker, Senator Roy Blunt's Office. Madison Baker advised the group about the Transportation Bill. The Senator has been negotiating with the Biden Administration about the Transportation Bill and it is in discussions.

Alan Lutes expressed thanks to the Board for the LAGERS retirement opportunity. He also expressed that he is pleased to be a part of the Ozark Foothills Regional Planning Commission and getting to work with the five counties we service.

Commissioner Brian Polk presented Robbie Myers with the 2020 Melvin Brinkley Public Service Award. The Melvin Brinkley Public Service Award is presented to someone who selflessly exemplifies public service well above and beyond the daily norm. The award was accepted by Mr. Robbie Myers and photos were taken.

GENERAL DISCUSSION

Chairman Brian Polk announced that we will have be having a fish fry at Clearwater Lake for our September 9, 2021, date is subject to change.

ADJOURNMENT

On a motion made by Vice-Chairman Paul Johnson and seconded by Commissioner Jesse Roy, the meeting was adjourned at 6:34 P.M.

Respectively Submitted,

Mr. Brian Polk, Chairman

Date

Ms. Margaret Carter, Secretary

Date

ATTENDANCE

COMMISSION MEMBERS IN ATTENDANCE

BRIAN POLK	PAUL JOHNSON	DARRELL DEMENT
MADISON BAKER	SANDY JOY	RUSSELL FRENCH
KEVIN BYNUM	MARGARET CARTER	BILL MORIARTY
JESSE ROY, JR.	MADISON BAKER	REP. DARRELL ATCHISON

COMMISSION MEMBERS NOT IN ATTENDANCE

SAMANTHA EVANS	CHAD HENSON	JOE LOYD
DOUG LEDBETTER	PAUL WOOD	DENNIS COX
JOHN MURRAY	CARROLL RAINWATER	
WAYNE OGDEN	ANGELA CLYBURN	ROBERT SMITH
RICK JULIUS	BILL KIRKPATRICK	MILDRED COURSEY
MIKE HOERNER	DR. GENE OAKLEY	REV. GREGORY KIRK
GARY CONWAY, JR.	WAYNE GIBBS	VINCE LAMPE
STANLEY BARTON	DALE DAY	REBECCA PACHECO
		RON KEENEY

STAFF

JAMIE LANSFORD

RICHARD KETCHUM

CRYSTAL JONES

DAVEY HICKS

BROOKE HINKLIN

CAMILLE DONNELL

ALAN LUTES

TIFFANY SHEFFY

ANDREW MURPHY

CAROLYN MEEKS

ASHLEY BOLT

ILENE WARD

AMY BAUGUS

NIKI HARP

GUESTS

ROBBIE MYERS

CARLEE DECKER

KATHY STREET

RONDA POLK

JOHN JOY

GARY EMMONS

KEITH WHITESIDE

GLORIA DEMENT