



South Central Illinois Regional Planning Development Commission

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Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper, and Marion since 1972

MINUTES MONTHLY BUSINESS MEETING

Salem Elks

Salem, IL

TUESDAY, July 26, 2022

Commissioners Present

David Johnson	Clay County
Larry Taylor	Effingham Co
David Campbell	Effingham Co
Mike Brown	Effingham Co
Norbert Soltwedel	Effingham Co
Sasha Althoff	Effingham Co
John Lotz	Fayette Co
John Roberts	Fayette Co
Ricky Gottman	Fayette Co
Tom Brown	Jasper County
Angela Fehrenbacher	Jasper County
Gary Purcell	Marion County
David Armbrust	Marion County

Commissioners Absent

Barry Adair	Clay County
Rod Franklin	Clay County
Herb Henson	Clay County
Ernest Garbe	Effingham Co
Glenn Gurtner	Fayette Co
RJ Lindemann	Jasper County
Ben Bollman	Jasper County
Karen Booker	Jasper County
Mike Hall	Jasper County
Janie Grimes	Marion County
Debbie Smith	Marion County
Derek Sherman	Marion County
Carson Smith	Marion County

Guests Present:

Staff Present:

James Patrick, Executive Director

Brooke Frederick, EDA Planner II/Loan Portfolio Manager

Chairman Armbrust called the meeting to order at 7:06 p.m.

ROLL CALL (Taken by signature sheet – see the list of attendees and absentees above)

thirteen voting Commissioners attended and the Executive Director, constituting a legal quorum.

RECOGNITION OF GUESTS/HEARING OF THE PUBLIC – Ben Bollman of Jasper County has been appointed as a new commissioner. His paperwork and fingerprints have been sent in. Bollman was unable to be in attendance as he was away at a conference.

APPROVAL OF MINUTES

June 28, 2022, Monthly Meeting

Patrick asked if there was any discussion or changes concerning the June 28, 2022 Minutes. There being none, Armbrust entertained a motion made by M. Brown to approve the Minutes

The Mission of the South Central Illinois Regional Planning & Development Commission is to
Enhance Economic Development and Quality of Life for its Regional Citizens

✦ An Equal Opportunity Employer and Provider ✦

as amended to the Minutes and Agenda. A second was made by Lotz. (Approved)

BILLS & COMMUNICATIONS

Upcoming Grant Deadlines & Submissions

The Executive Director noted that the commission was awaiting information on the CDBG grants. A timeline was established for October 19th, but they are currently unsure about that date now. Patrick reports there are currently seven interested communities for a CDBG.

Renewal of Postage Machine Contract

The company that provides the postage machine had received some funding from ARPA causing the contract with them to go up \$0.92/month. The commission renewed their contract and Patrick mentioned that the SCIRPDC would be purchasing a new machine because of a malfunction with an integral platform of the current meter. This was not a problem the supplier could correct as the piece of equipment is no longer being manufactured. With the new machine, the commission would be billed monthly as per the contract. The board was offered the opportunity to look at the whole contract, should they require more information.

Review of CDI Loan Program & EEI Loan Program

The documents containing information on these loan programs have been updated to assist in readability. Both programs are intended for use by local governments and special taxing districts.

The CDI loan program can be used to leverage grants as part of their match, correcting health and safety issuance, ensuring compliance with IEPA, and to fund incubators. This is a low-down payment program with an interest rate of prime -1% (3.55% for local governments, 3.75% for special taxing districts/nonprofits). The maximum loan is \$250,000.00 with a maximum project participation of 75%. The loan requires job creation and/or retention at a rate of \$25,000 loan per job.

The EEI program is used for energy efficiency projects. Patrick notes that he does not believe the commission has ever closed on an EEI loan before. Eligible uses are as follows: lighting, A/C units, boilers, water pumps in water treatment plants, etc. This program has a 2.0% fixed interest rate on a five-year term. One board member asked about the difference in interest rates; Patrick explained that the EEI's was set by the state long ago.

Both programs can be bonded or use real estate as collateral. A majority have come through general obligation bonds though.

TREASURER'S REPORT

Treasurer's Report from June 16, 2022, through July 15, 2022, –Patrick referred to the board packet on pgs. 15 through 20. The Executive Director noted two significant items on June 30th of \$292.11 to Engie Resources and \$21.60 Statewide Publishing. He explained that this was the company Ameren chose for the Commission on their energy contract. When asked for a choice in the matter, Patrick was told he wasn't given one and to get out of the contract would cost the commission \$250.00. However, one benefit is that by moving to Engie Resources, this should stabilize some of the costs incurred on energy bills. The expense to Statewide

Publishing went towards advertising for contractors. Patrick also made mention of another expense on July 7th to Top Electric & Lighting in the amount of \$186.99 for new restroom fans and lights. The total amount of checks written for the month was \$44,893.48. After prorated monthly depreciation, it was \$45,389.39.

On p. 17, there were two debits in the EDA Title IX RLF Account (\$3,387.99-transferred to savings and \$3,435.33-general administrative fees for a grant). The ending cash balance is \$2,952.62. In the Title IX Savings Account, after \$3,387.99 was transferred in, the ending cash balance is \$142,827.51. Patrick mentioned that if there are any small businesses that the board members know of that need a loan, there is enough in the account to close on one. In the RBI/CDI account, there was one debit of \$6,879.02 for general administration fees. The ending cash balance was \$84,305.37.

On p. 16, the Business Now Account reported \$366,940.57 as the beginning cash balance. After one debit (\$44,291.54 transferred to checking), the ending cash balance is \$365,291.54. During the month of July, but reflected in September's packet, the total in the Business Now Account will decrease some due to a change in DCEO's fiscal rollover timeline. Patrick has been informed that this will last until August, however, he is confident that SCIRPDC will be able to recover quickly as they will have two months' worth of drawdowns. In the Checking Account, after \$44,983.48 was transferred in and the same amount being written in checks, the ending balance is \$3,000.00. In Accounts Receivable, the ending cash balance is \$46,202.42. After \$5,833.34 was deposited for local match and \$9,734.82 was withdrawn for expense reimbursement, the ending cash balance was \$38,049.61 in the EDA 301 (b) Account. With a drawdown of \$42,000.00 and an expense reimbursement of \$10,253.46, the ending cash balance in the EDA Supplemental Disaster Grant Account is \$42,623.81.

Looking at the Year-to-Date Financial Statement, the current YTD is \$1,097,611.78, or 99.36% of the year's budget. This is in comparison to the expenses of \$566,493.50 or 57.49% of the costs for the year.

On the Revenue Update for CDs, the previous balance was \$645,346.31 and \$317.35 was earned in interest for the month. The new balance is \$645,663.66.

The Executive Director apologized for the formatting on the Loan Portfolio. He explained that if the formatting was changed, then the numbers came out different and the commission is currently in the process of fixing both problems. All loan recipients are paying as agreed. The current RBI balance is sitting at \$1,118,960.62 with a blended interest rate of 3.43%. Under CDI Loan Recipients, the Executive Director noted that if any local government needed loans, now would be the perfect time. The CDI current balance is \$248,281.25. Under Title IX loans, the balance is \$511,938.00 with a blended interest rate of 3.00%. Under Section 504, the total balance is \$923,340.77 with a blended interest rate of 520.96. The balance for all loans is \$2,802,520.64.

Armbrust entertained a motion made by T. Brown to approve the Treasurer's Report. A second was made by Gottman. (Approved)

STAFF REPORT

06/15/2022 – 7/15/2022

Patrick referred to page 21 where he updated the board on the Vandalia Church Association's CFG project. They did get their SAM registration completed and the application will be submitted. The Solid Waste Management grant has been awarded to SCIRPDC, but they are waiting on funds from the IEPA. This project will need to be completed within two years. The DCEO awards are still awaiting funding as well. The Executive Director relayed to the board that DCEO is unsure when this will happen. The counties with ARPA contracts are still being served and there are currently ten active grants which they are on hold in regards to drawdowns. There are no updates for the Rebuild Downtown Grants, but announcements are anticipated in the near future. The Marion County Hazard Mitigation Plan has been submitted and Pals Electric is waiting for bids with hopes to close on a loan in September.

COMMITTEE REPORT

No committee reports.

OLD BUSINESS

In relation to Indirect Cost Rate, Patrick said that he submitted in March and has been asked for clarification on the commission's indirect costs. He said this has happened before and expects to have the correction soon. Until then, they will stay at the proposed rate. The Executive Director expects this time around for it to be lower because of two employees.

NEW BUSINESS

Patrick thanked Board Members David Johnson, Rod Franklin, and David Armbrust for their loyalty to the board. They have served on the board for nine, five, and eight years respectively in July.

Discussion and Comments

One board member asked if it would be possible for the organization to hire a consultant for childcare opportunities in the various communities. The Executive Director said that he would have to look into it.

ADJOURNMENT

Patrick asked if anyone had anything else to comment on or question. There being none, Armbrust entertained a motion for adjournment. A motion was made by Gottman and seconded by Purcell to adjourn the Commission's monthly business meeting held on July 27, 2022 (*Approved*). The meeting was adjourned at 7:31 p.m.

APPROVED THIS, THE 30th DAY OF August 2022 AD.

Herb Henson, Corp. Secretary
SCIRPDC

David Armbrust, Chairman
SCIRPDC