



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 VIA TELEPHONE CONFERENCE / ZOOM CALL TUESDAY, MARCH 29, 2022

Commissioners Present

David Johnson	Clay County
Barry Adair	Clay County
Norbert Soltwedel	Effingham Co
Mike Brown	Effingham Co
David Campbell	Effingham Co
Sasha Althoff	Effingham Co
Ernie Garbe	Effingham Co
Larry Taylor	Effingham Co
Glenn Gurtner	Fayette Co
John Lotz	Fayette Co
Mike Hall	Jasper County
Tom Brown	Jasper County
Karen Booker	Jasper County
Angela Fehrenbacher	Jasper County
Janie Grimes	Marion County
Gary Purcell	Marion County

Commissioners Absent

Rod Franklin	Clay County
Herb Henson	Clay County
John Roberts	Fayette County
Rick Gottman	Fayette County
Jason Warfel	Jasper County
Derek Sherman	Marion County
David Armbrust	Marion County
Carson Smith	Marion County
Debbie Smith	Marion County

Guests Present:

Kala Lambert, DCEO, Team RED, Kala.Lambert@illinois.gov
Brooke Frederick, EDA Planner II

Staff Present:

James Patrick, Executive Director
Jeanne Dunahee Administrative Assistant

1st Vice Chairman Adair called the meeting to order at 6:02 p.m.

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

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

RECOGNITION OF GUESTS/HEARING OF THE PUBLIC – Kala Lambert, Southeast Region Manager with DCEO. She gave a presentation concerning current and upcoming

grant programs **Regional Planning to Spur Economic Recovery** (RISE) and asked if there were any questions. There being none, Patrick thanked Kala for her presentation and time.

APPROVAL OF MINUTES

February 22, 2022, Monthly Meeting

Patrick asked if there was any discussion or changes concerning the February 22, 2022 Minutes. There being none, Patrick entertained a motion made by T. Brown to approve the Minutes as amended to the Minutes and Agenda. A second was made by Campbell. *(Approved)*

BILLS & COMMUNICATIONS

Upcoming Grant Deadlines & Submissions

Housing-Public Infrastructure (PI), Housing Rehabilitation, and Rebuild Illinois Grants due October 3rd.

Jeanne Dunahee's Resignation Letter

Jeanne Dunahee will be retiring on May 15th, 2022.

DCEO RISE Program

Patrick noted a \$3.5 million investment equaling 25-30 grants in Illinois. NOFO has been given to board members.

TREASURER'S REPORT

Treasurer's Report from February 16, 2022, through March 15, 2022, Patrick referred to the board packet on pages 11 through 16. He reported there weren't any unusual payments made leaving the total amount of checks written for each month in the amount of \$56,242.66. He asked if there were any questions concerning checks written. Patrick moved on to reporting the activity on the Business Now Account noting the Commission transferred funds to the Checking Account leaving an ending cash balance each month. The Checking Account at Salem Banking Center shows funds transferred from the Business Now Account and amounts in written checks. After all, checks were written, transfers and reimbursement left an ending balance in the checking accounts were reported. Patrick reported on the Accounts Receivables, \$51,497.23 from IDOT II for the HSTP April – June 2021 reimbursement and \$31,914.67 from IDOT for the HSTP October – December 2021 reimbursement have been paid. He reported the ending balances for the Accounts Receivables. Patrick moved on to the EDA 301(b) Account at Peoples State Bank/Salem reporting there was an award drawdown and 2 deductions in January and February 2022, leaving a balance of \$29,843.99 for March 15, 2022.

Disaster Grant Account received an ASAP drawdown and two deductions for expense reimbursement in January and February 2022. This leaves the ending balance at \$48,799.22 as of March 15, 2022. Moving on to page 13, the EDA Title IX RLF Account at the Dieterich Bank noted transfers to Savings leaving an ending cash balance on March 15, 2022, of \$6,387.83. The TIX RLF Savings Account, after the transfer from the checking

account, there was a March 15, 2022 ending balance of \$132,213.52. The RBI/CDI Account at the Bank of Hillsboro, after one debit of \$560.00 leaves a balance on March 15, 2022, of \$186,203.78. He reported figures on the Year-to-Date Financial Statement on page 14 noted in the second row, the Revenue for the month's totals versus the Expenditures for the months which were mostly salary/fringe and utilities. Concerning the cash on hand the third column over, the total revenue, and use of fund balances leaving a March 15, 2022 balance of \$684,742.51 versus expenditures of \$336,755.16. Patrick noted that, in order to provide the new loan, the Commission would need to cash in CD item six with the Clay City Banking Company. In addition, there are plans to pay USDA \$53,060 in June with item six as well. The commission is looking into providing another loan to a small business. Should that happen, he noted that we would have to cash in item 2 with Peoples State Bank in Newton. Patrick reported on page 15, the Leave Liability CD has a balance leaving a March 15, 2022 balance of \$63,546.00, the CD's interest earned for the month of March 15, 2022, was \$332.06, and leaving a March 15, 2022 CD Balance of \$753,426.16. He moved on to page 16 to the Loan Portfolio Report reporting on February 16, 2022, through the March 15, 2022 period. Patrick noted everyone is paying as agreed. The RBI Loan Balance as of March 15, 2022, was \$906,090.38 with a 3.64% blended interest rate; the CDI Loan Balance of \$303,514.92 with a 3.00% blended interest rate; the Title IX Loan Balance of \$520,828.20 with a 3.00% blended interest rate. The Total Ending Balances as of March 15, 2022, and blended rate of RBI/CDI & Title IX Loans of \$1,730,433.50 at 3.06%. He also reported that all the SBA 504 loans are paying as agreed and have a current balance of \$949,122.47 and debt management fees earned of \$520.96. The total ending balances of all loan programs as of March 15, 2022, being \$2,679,555.97. Patrick asked if there were any questions concerning the Treasurer's Report. There being none he entertained a motion to accept the Treasurer's Reports as presented from February 16, 2022, through March 15, 2022. A motion was made by Hall and seconded by Adair to accept the Treasurer Reports as presented (*Approved*).

STAFF REPORT

02/16/2022 – 3/15/2022

Patrick referred to page 17, under In Process: Contracts Approved: Altamont & St. Elmo received Grant Agreements. Still waiting on Ramsey. Under Loan Prospects: Design Unlimited is moving forward.

COMMITTEE REPORT

Patrick noted delays in getting loan information which caused March's Areawide Loan Review Committee to be cancelled. He would be contacting the Committee members for an April meeting to discuss policies for our loans, mainly CDI and SBA and looks to close out the new loan in mid- to late-May.

OLD BUSINESS

Fingerprint Cards and 1081 Forms Needed

Patrick noted that certain board members have not turned in their fingerprint cards and 1081 forms. These are necessary to maintain the commission's compliance with the Small

Business Administration (SBA). Dunahee asked the members to request 2 fingerprint cards if they needed new ones.

NEW BUSINESS

Quotes for New Copier/Scanner (April Report)

Patrick reported that the staff is experiencing problems with the current copier/scanner. He notes that the new equipment would save the commission approximately \$60 a month. Quotes can be anticipated in next month's board packet.

Certain board members expressed interest in another brainstorming session on eligible ARPA expenses.

ADJOURNMENT

Patrick asked if anyone had anything else to comment on or question. There being none he entertained a motion for adjournment. A motion was made by Campbell and seconded by Purcell to adjourn the Commission's monthly business meeting held on March 29, 2022 (Approved). The meeting was adjourned at 6:48 p.m.

APPROVED THIS, THE 25th DAY OF APRIL 2022 AD.

Herb Henson, Corporate Secretary
SCIRPDC

Barry Adair, 1st Vice Chairman
SCIRPDC