



## 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, May 26, 2022

#### Commissioners Present

David Johnson	Clay County
Larry Taylor	Effingham Co
David Campbell	Effingham Co
Mike Brown	Effingham Co
Ernest Garbe	Effingham Co
Sasha Althoff	Effingham Co
Ricky Gottman	Fayette Co
RJ Lindemann	Jasper County
Tom Brown	Jasper County
Angela Fehrenbacher	Jasper County
Derek Sherman	Marion County
Gary Purcell	Marion County
David Armbrust	Marion County

#### Commissioners Absent

Barry Adair	Clay County
Rod Franklin	Clay County
Herb Henson	Clay County
Norbert Soltwedel	Effingham Co
Glenn Gurtner	Fayette Co
John Lotz	Fayette Co
John Roberts	Fayette Co
Karen Booker	Jasper County
Jason Warfel	Jasper County
Mike Hall	Jasper County
Janie Grimes	Marion County
Debbie Smith	Marion County
Carson Smith	Marion County

#### Guests Present:

Jeanne Dunahee, SCIRPDC Administrative Assistant (Retired)  
Trish Lund, EDA Planner II  
Riley Anderson, EDA Planner II

#### Staff Present:

James Patrick, Executive Director  
Brooke Frederick, EDA Planner II/Loan Portfolio Manager

Chairman Armbrust called the meeting to order at 7:07 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** – Alex Pleasant, President/CEO of Southeastern Illinois Community Foundation called Patrick that day and informed the Executive Director that he would not be able to attend due to family illness. Pleasant intends to speak at June's meeting. Patrick welcomed guests, Trish Lund, Riley Anderson, and Jeanne Dunahee. He noted that Lund and Anderson were newer employees of the commission and that Jeanne was invited to the meeting so the board could wish her well in her retirement.

Patrick thanked commissioners Tom Brown (celebrating 21 years in June), Norbert Soltwedel(celebrating 11 years in June), John Roberts(celebrating 37 years in June), Mike Brown(celebrating 22 years in June), Ernie Garbe (celebrating 48 years in June) for their service to the commission.

## **APPROVAL OF MINUTES**

### **April 26, 2022, Monthly Meeting**

Patrick asked if there was any discussion or changes concerning the April 26, 2022 Minutes. There being none, Armbrust entertained a motion made by Taylor to approve the Minutes as amended to the Minutes and Agenda. A second was made by M. Brown. (Approved)

## **BILLS & COMMUNICATIONS**

### **Upcoming Grant Deadlines & Submissions**

The Executive Director advised the board members that if they knew of a community that wanted to apply for CDBG PY-2022 to have their engineers begin working on plans. Two more grant agreements were received that day, making a possibility of ten CDBG Grants. Patrick said it would be the most since 2014 and that SCIRPDC had the staff for it. He noted that they had signed agreements with Newton and Willow Hill. There is also an EDA grant coming soon. CDBG grant due date have moved from October 13<sup>th</sup> to the 19<sup>th</sup>. Patrick reiterated the importance of getting planning and engineering started.

## **TREASURER'S REPORT**

**Treasurer's Report from April 16, 2022, through May 15, 2022,**—Patrick referred to the board packet on pages 7 through 12. The director noted the biggest expense was Dunahee's paid leave due to her retirement. Otherwise, there was nothing out of the ordinary in expenses. The director mentioned that the actual number of checks written for the month was \$47,654.16. After depreciation was added, the total was \$48,135.35.

On page 8, Patrick noted that the total revenues and Use of Fund balance for FY-2022 YTD was \$902,595.43, or 81.7% of the budget for FY-22. Patrick then compared with FY-2022 YTD expenses of \$430,222.46 to the annual budget.

On page 9, the interest earned from April 16<sup>th</sup>, 2022 - May 16<sup>th</sup>, 2022 was \$316.99. The new CD balance is \$645,029.13.

On page 10, after expenses were paid, in the Business Now/General fund account, the balance was \$360,088.55. The saving account balance after checks were transferred was \$3,000. In accounts receivable, Patrick noted that there is another HSTP/IDOT payment to provide a balance of \$50,792.69. In the EDA 301(b) account, after reimbursements, the balance was \$39,648.01. In the EDA Supplemental Disaster Grant Account, after expenses were reimbursed, the cash balance of the account was \$22,490.82. On page 11, the EDA Title IX RLF account had a balance of \$5,638.51. After all, loans were paid, the Title IX RLF savings account had no credits or debits ending in a cash balance \$135,666.04. In the RBI/CDI account, the Director noted that while the loan hadn't closed yet, there was a debit for \$250,000 for Design Unlimited which gave a balance of \$69,023.26.

On page 12, Patrick said that item one under RBI Loans had paid off. All others were paying as agreed. The current balance was at \$1,134,954.99 with a mixed interest rate of 3.47%. He

also noted that Jasper County Housing Authority had paid off its CDI loan. The rest of the loans were paid as agreed under the program. The director pointed out that Kinmundy had made their payment but was marked as late. The current balance for CDI loans was \$299,687.86 with a blended rate of 3.00%. Under Title IX loans, all borrowers were paying as agreed to provide a balance of \$516,673.13 and a mixed interest rate of 3.00%. The total ending balance of all RBI/CDI/Title IX loans was \$1,951,315.98 with a blended interest rate of 3.04%. Under Section 504 loans, the current balance was \$942,694.49 and a debt management fee of \$520.96 for the commission. The total balance of all loans was \$2,894,010.47.

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

## **STAFF REPORT**

**04/18/2022 – 5/13/2022**

Patrick referred to page 13 noting that there were three grants in process. In regards to recently awarded grants, it was stated that SCIRPDC is still waiting on CDBG grants from the last program year. They are usually awarded in February/March, but with the time schedule, the funding organization has been saying 30-days until award announcements for about four months. Patrick speculates that the governor is waiting to release the funds for another big project. Under Awaiting DCEO awards, there were four grants awaiting and but once awarded, he would let the board know. ARPA contracts were the same and active grants were down to eleven. Patrick noted that there was difficulty in finding contractors and SCIRPDC had submitted one-year extensions for this reason. There was some success with contractor recruiting and the planning commission already had one submit paperwork to qualify him to work on these projects. No changes were made for the "submitted to funding agency as of January 10<sup>th</sup>" category. Two more communities were picked up for planning contracts. Marion County Hazard Mitigation Plan (ESDA) and a Regional Solid Waste Plan (SCIRPDC for the five-county region). Patrick stated that for a consultant to conduct one for a community to do on their own, it would be at least \$35,000. The director said the commission contacted each county and if SCIRPDC could do it, the charge wouldn't be more than the grant amount of \$5,000/ County or a total of \$25,000 to complete the plan for the region. Under loan prospects, the director noted that Design Unlimited would be closing that Thursday. The delay was that the attorney found some language in one of the agreements that the land would go back to the developer if there was a foreclosure. The attorney reworded the language to remove that problem.

Armbrust entertained a motion made by Fehrenbacher to approve the Staff Report. A second was made by Lindemann. *(Approved)*

## **COMMITTEE REPORT**

No committee report.

## **OLD BUSINESS**

### **Update on Design Unlimited**

Patrick stated that the board had been updated on the Design Unlimited loan.

### **Copier Ordered**

The director noted that the copier had been ordered and they were waiting on it.

## **NEW BUSINESS**

### **Personnel Committee**

Patrick said that he intends to call on the Personnel Committee in June.

### **Area-wide Loan Review Committee**

The director stated that he would probably be calling on the Area-wide Loan Review Committee.

### **Discussion and Comments**

Patrick noted that the commission had a get-together for Sharon since she had been there for 41-years and they didn't have one last year. SCIRPDC gifted her with a \$500 gift certificate to Branson. Patrick also thanked Garbe for his loyalty to the board.

Patrick opened the floor for comments towards Dunahee if they had well-wishes for her. Various members of the board thanked her for her years of service. The director also asked everyone to introduce themselves.

## **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 Campbell and seconded by T. Brown to adjourn the Commission's monthly business meeting held on May 31, 2022 (*Approved*). The meeting was adjourned at 7:26 p.m.

**APPROVED THIS, THE 28<sup>th</sup> DAY OF June 2022 AD.**

*Herb Henson*

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Herb Henson, Corp. Secretary  
SCIRPDC

*David Armbrust*

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David Armbrust, Chairman  
SCIRPDC