

NORTHWEST MISSOURI REGIONAL COUNCIL OF GOVERNMENTS

December 4, 2008 Meeting
Mozingo Lake Golf Clubhouse
Maryville, MO

EXECUTIVE COMMITTEE

Chairman, Bob Stiens, called the meeting to order at 7:17 p.m. at the Mozingo Lake Golf Clubhouse in Maryville, Missouri. Present were 9 board members and 8 staff members.

Minutes of the October 2008 meeting were approved with a motion by Craig McNeese and a second by Darren Farnan. Motion approved (9 Yea, 0 Nay).

Alice Schieffer, Fiscal Officer, asked if there were any questions regarding the financials included in the board packets. There were no questions regarding October 2008 reports. Larry Hicks made a motion to approve the treasurer report for October 2008. Craig McNeese seconded the motion. Motion approved (9 Yea, 0 Nay).

Craig McNeese, Chairman of the Personnel Committee, reported on the conclusions reached during the committee meeting held earlier in the night. The members of the committee recommended that the Regional Council pay up to \$250 for individuals who are covered by an outside insurance program. The Regional Council will not pay for family members, only the employee would qualify for such treatment. The employees would have to submit documentation verifying their coverage. Employees would not be reimbursed if there was no outside coverage. It was discussed that the Regional Council would benefit from this policy because employees covered by an outside policy receive lower rates than within the Regional Council's healthcare policy. Kim Herrick made a motion to approve reimbursing employees for outside insurance up to \$250. Jim Gillespie seconded the motion. Motion approved (9 Yea, 0 Nay).

OLD BUSINESS

By-Law Modification – Procurement Policy

Tye Parsons, Executive Director, briefly explained that the current procurement policy was vague and leaves a monetary gap when discussing the requirements for quotes. The procurement policy was changed to include the amendments the board members suggested during the October board meeting (**amended By-law procurement policy attached to original minutes in the RCOG Minute Book**). Tye asked for approval of the amended By-law procurement policy. Gary Carlson made a motion to approve the amended procurement policy. Darren Farnan seconded the motion. Motion approved (9 Yea, 0 Nay).

NEW BUSINESS

Approve FY 2008 Audit

Alice Schieffer, Fiscal Officer, handed out the audit reports and briefly discussed the fiscal audit for year end June 30, 2008. The Statement of Net Assets was reviewed and the Regional Council was reported to have \$41,836 in investment in capital assets, \$2,207 in restricted net assets and \$267,383 in unrestricted net assets. The Combined Statement of Revenues, Expenditures, and Changes in Fund Balance was also discussed. Alice pointed out that miscellaneous revenue was the in-kind match for the EDA program, and administration and program service expenditures were also part of the in-kind match. The Regional Council maintained a \$37,612 excess of revenues over expenditures for the year leaving \$269,590 remaining in the fund balance. The Statement of Fiduciary Net Assets reported a fund balance of \$18,081. This is the deferred compensation plan for the Regional Council's employees. The auditor, Arthur White & Associates, reported an unqualified opinion for the financial statements. This meant

there were no material weaknesses and no material reportable conditions for the financials. Alice asked for approval of the June 30, 2008 year-end audit. Carole Coutts made a motion to approve the fiscal year 2008 audit. Craig McNeese seconded the motion. Motion approved (9 Yea, 0 Nay).

Water Partnership Proposal Fiscal Agent

Tye Parsons, Executive Director, recommended the board table this item. The Water Partnership is funded through DNR to establish a 12 county water system. The current fiscal agent for this project is NWMSU, but the funding was to end in January. As of December 4, 2008 the grant has been extended and NWMSU will continue to be fiscal agent to May 2009.

Support of a Missouri Primary Seatbelt Law

Amy Hanig, Regional Planner and member of Missouri Collation of Roadway Safety, shared the organization's goal is to reduce highway fatalities. In 2003 the state had one of the highest fatality rates in the nation, but since then has taken steps to reduce these accidents. The organization is proposing 850 or fewer fatalities by 2012. In order to accomplish this goal the group drafted a new system in which the seatbelt law would be a primary instead of a secondary law. As a result, this would allow an officer to pull over a vehicle when its passengers were not wearing their seatbelts. She asked for the Regional Council's support for this initiative. Larry Hicks made a motion to support the primary seatbelt law. Jim Gillespie seconded the motion. Motion approved (9 Yea, 0 Nay).

NW Missouri Community Alert Program

Tye Parsons, Executive Director, announced that the appropriations request for emergency alert sirens to Congressman Graves was finally approved. This has been an ongoing request and finally \$300,000 has been set aside in the FEMA budget to carry out this program. This money still must be applied for by December 17th, but the Regional Council is the only agency that may receive this appropriation. Tye was confident that as long as the application was submitted in time and error free, the funding would be granted. The Regional Council would be the first planning commission in the state to receive such funding.

A detailed handout was passed out showing the proposed funding and recipients of the appropriations (**handout attached to original minutes in the RCOG Minute Book**). The handout showed a regional projects pool for the northwest region. This would allow entities who were not named as recipients to apply for funding; however, SEMA, who will administer the money for FEMA, said the \$80,000 must be allocated specifically to a recipient. Tye asked the board to recommend needy sources for this money by next week. The appropriations also require a 25% match which the Regional Council would ask the recipients to be responsible for. The Regional Council would be ultimately responsible for this portion though. The 25% match must be cash match.

Tye asked for approval to apply for the appropriation monies. Kim Herrick made a motion to approve the application for the community alert program. Carol Coutts seconded the motion. Motion approved (9 Yea, 0 Nay).

CMC Administrative Agreement

Tye Parsons, Executive Director, shared that the Regional Council along with the Nodaway County Economic Development had been working on attracting CMC to Maryville. The company will create 25-30 new jobs for the area. Arnie Kreek, Economic Development Planner, applied for an EDA grant for Polk Township to build a concrete road leading to CMC's site. The funding was granted in the amount of \$261,000 and approximately \$16,000 of the monies was administrative. The Regional Council has not yet received the administrative agreement, but does anticipate receiving it. Tye asked permission to sign the administrative agreement when received to complete the administrative tasks for

the concrete road. Jim Gillespie made a motion to approve the administrative agreement with Polk Township. Doug Sutton seconded the motion. Motion approved (9Yea, 0 Nay).

Staff Reports

Staff reports were presented to board members (**report and staff handouts attached to original minutes in the RCOG Minute Book**).

Executive Director Report

Tye Parsons, Executive Director, communicated to the board members his and the council's involvement in past, current and upcoming events, projects and activities (**included in staff report attached to original minutes in the RCOG Minute Book**).

Special Presentation

Larry Hicks, board member, was recognized for 17 years of service to the Regional Council board.

Adjourn

The meeting was adjourned by Bob Stiens at 8:00 p.m. with a motion from Larry Hicks and seconded by Jim Gillespie.

Members Present:

Gary Carlson
Carole Coutts
Darren Farnan
Jim Gillespie
Kim Herrick
Larry Hicks
Craig McNeese
Doug Sutton
Bob Stiens

Staff Present:

Tye Parsons
Alice Schieffer
Jerri Dearmont
Amy Stoner
Arnie Kreek
Kim Mildward
Tim Howard
Deb Maxwell

Members Not Present:

Jack Baldwin
Carl Birdsell
Derek Brown
Peggy Ann Edwards
Michael Goins
Jeremy Mason
Bill McCully
Bill Mozingo
Duane Nauman
Mark Sitherwood
Doug Sutton
David Thomas

Bob Stiens, Chairman

Mark Sitherwood, Secretary