

**Meramec Regional Planning Commission**  
**Minutes**  
**April 13, 2017**

**Call to Order**

Chairman Ray Schwartz called the April 13, 2017 meeting of the Meramec Regional Planning Commission to order at 7:32 p.m.

**Welcome and Special Presentation**

Chairman Schwartz welcomed everyone to the meeting and Bonnie Prigge introduced guests: Glen Smith, the new mayor of Crocker; Lynn Wehmeier, Division of Economic Development-Workforce Development; Mike France, who is sitting in for Luge Hardman and representing the City of Waynesville, and Randy Becht, Director of Pulaski County Growth Alliance. Ms. Prigge also introduced tonight's speakers from the Small Business and Technology Development Center at Missouri S&T: Keith Strassner, Travin Shelton and Karen Leatherman. She added that when businesses contact MRPC for a small business loan, these are the folks we refer them to for business planning assistance.

**Consent Agenda**

The following consent agenda items are presented for approval:

- a. Minutes – Mar. 9, 2017
- b. Local Review
  1. Missouri Incutech Foundation, Rolla, MO  
10.351 – Rural Business Development Grant  
Beef – The New Breakfast Meat  
Federal: \$35,000  
Other: \$30,000  
Total: \$65,000
  2. Leonard Wood Institute, Fort Leonard Wood, MO  
10.172 – Local Food Promotion Program  
Increasing Consumption and Profitability of Small Farms and Ranches Through Direct Sales to Large Government Institutions  
Federal: \$91,804.32  
Applicant: \$23,000  
Total: \$114,804.32
  3. Meramec Regional Planning Commission, St. James, MO  
10.172 – Local Food Promotion Program  
Show-Me Local: Meramec Region Naturally Meramec Consortium Food Hub Feasibility Study  
Federal: \$25,000  
Applicant: \$8,333.33  
Total: \$33,333.33
  4. Meramec Regional Planning Commission, St. James, MO  
10.168 – Farmers' Market and Local Food Promotion  
Show-Me Local: Naturally Meramec Consortium Training and Technical Assistance  
Federal: \$425,000

Total: \$425,000

c. Statewide Grant Applications

1. Missouri Department of Natural Resources, Jefferson City, MO  
15.252 – Abandoned Mine Land Reclamation (AMLR)  
FFY2017 Abandoned Mine Land Grant Application  
Federal: \$3,000,000  
Total: \$3,000,000
2. Missouri Department of Economic Development, Jefferson City, MO  
11.307 – Economic Adjustment Assistance  
Development of a Nuclear and Commercial Power Generation Supply Chain in St. Louis MSA  
Federal: \$2,843,810  
Applicant: \$3,059,991  
Total: \$5,903,801
3. Missouri Department of Natural Resources, Jefferson City, MO  
66.817 – State and Tribal Response Program Grants  
Missouri’s Statewide Response Program  
Federal: \$1,000,000  
Total: \$1,000,000
4. Missouri Department of Social Services, Jefferson City, MO  
93.093 – Affordable Care Act (ACA) Health Profession Opportunity Grants  
Healthcare, Industry, Training and Education  
Federal: \$2,986,482  
Total: \$2,986,482

The Office of Administration issues the Missouri Federal Assistance Clearinghouse grant reviews weekly. In the future, staff will share reports in between meeting with board members. If you have questions about grants listed, you can call MRPC staff or the Office of Administration as listed on the reports.

d. Contracts

- SEMA/Dent County Hazard Mitigation Plan  
Permission is requested for MRPC’s chairman and/or executive director to enter into a technical assistant contract with SEMA to develop the Dent County Hazard Mitigation Plan, and to sign all documents associated with this contract.
- City of Edgar Springs  
Permission is requested to approve a contract for technical assistance between MRPC and the City of Edgar Springs for the purposes of a loan request through the MRPC Intermediary Relending Program.
- City of Cuba  
Permission is requested for MRPC’s chairman and/or executive director to enter into a contract to provide technical assistance for MOFB tax credit application preparation for the City of Cuba, and for MRPC chairman and/or executive director to sign any necessary documents.

e. Joint Resolution for Annual RFL Certification

To approve a joint resolution by the Meramec Regional Planning Commission and the Meramec Regional Development Corporation for the purposes of approving the annual RFL certification for the period ending March 31, 2017. This resolution will be submitted with MRPC's semi-annual report to the Economic Development Administration due on or before April 30, 2017.

T.J. Dudley made the motion to approve the consent agenda with noted additions; Don Brackhahn seconded the motion. The motion carried.

**Presentation: Presentation: Keith Strassner, Karen Leatherman and Travin Shelton, Small Business and Technology Development Center, Missouri S&T**

Karen Leatherman opened the presentation by explaining that the Small Business and Technology Development Center at Missouri S&T is part of a statewide network of small business and technology development centers. She said that they had 30 locations across the state and serve nine counties. The Center partners with the University of Missouri Extension Center and Small Business Administration (SBA) and are partially funded by SBA.

Ms. Leatherman explained that the purpose of the center is to help entrepreneurs and small businesses succeed. They lead the business owner through the process of registering their business and assist them through the loan process and bank paperwork, including sales projections. Other services they offer are: one-on-one counseling, money management and other business related classes, statewide and nationwide networking and help with exporting and government contracting paperwork.

Center Director Keith Strassner noted that the center conducted a Business Needs Assessment Survey to find out what's going on as a small business owner, what were some of the issues they worried about, and what were some of the challenges they were facing.

Mr. Strassner noted that topics of concern for small businesses include:

- Strategic Planning.....diversification/business expansion
- General Management.....customer service
- Financial Management.....budgeting
- Human Resources.....attracting/retaining employees (#1 problem)
- Marketing.....advertising/social media/public relations

He added that 81 percent of the companies surveyed expect their business to improve somewhat or improve greatly over the next one to three years. The local SBTDC plans are to conduct this survey annually.

Travin Shelton pointed out that in a recent issue of Inc. magazine, there was an article stating that 70 percent of business owners who are baby boomers will be leaving the workforce by 2020. One third of those hope to sell, one third hope to transition the business to family or employees and one third will close their doors. Hope is not a strategy stated Mr. Shelton. Businesses need a transition/succession plan. Only 20 percent of the businesses that are put up for sale actually sell. The third generation of business success rates is even lower. Mr. Shelton noted that the average successful sale/transition takes at least three years while the average family succession takes 10 years. The center at S&T can help businesses get those pieces in place. Baby boomers are the most entrepreneurial generation and S&T can help those small business owners build their succession team. Economic developers can also be a resource for business owners.

Mr. Shelton mentioned the need for succession planning in communities and noted that board members should identify those businesses in their community that could benefit from the center's services. Bonnie Prigge added that community leaders need to take a look at what makes up their business ownership and what would it take to retain them. She stressed that the board members are in a position to know the businesses within their communities.

**External Relations Committee:** Darrell Skiles, chairman

Chairman Darrell Skiles reported on External Relations Committee activities as follows:

Chairman Skiles reported that there are secretary and treasurer positions are open on the MRPC board and if anyone is interested in serving in either of those positions or on the MRB board, they should contact Bonnie Prigge or Tammy Snodgrass.

Chairman Skiles made a motion to waive past membership dues for the City of Argyle; John Casey seconded. The motion carried.

The at-large for-profit for Dent County position is still open, and the committee is still looking for a volunteer to serve.

Chairman Skiles closed his report noting that Tammy Snodgrass provided the committee with a legislative update. Items highlighted included the restoration of funds to the RPC's and the repeal of the prevailing wage law, which Senator Brown was very optimistic that it would go up for a vote.

**Operations Committee:**

Chairman Marvin Wright reported on Operations Committee activities as follows:

The committee reviewed the MRPC/MRB and MRPC/MRDC-RLF and IRP program financial statements for the period ending March 31, 2017.

Chairman Wright made the motion to accept the financials for the period ending March 31, 2017; George Lauritson seconded the motion. The motion carried.

He concluded his report by noting that committee members discussed community government and how MRPC could help.

**Planning Committee:**

Committee Chairman T.R. Dudley reported on planning activities as follows:

Chairman Dudley reported that Jim White was voted in as vice chair of the planning committee. T.R. Dudley moved up to chairman with James Morgan's resignation from the board.

Committee members also heard from Jason Shenefield, PCRMC, about planning topics currently affecting the healthcare industry. He mentioned that Phelps County Regional is providing an air emergency service, Phelps Air.

Samantha Maddison, MRPC, provided an update on workforce development and current partnerships with Dr. Sean Siebert.

**Housing Advisory Board:** Leo Sanders, chairman

No report given.

**Transportation Advisory Committee:**

Committee Chairman John Casey reported on TAC activities as follows:

A new slate of officers was voted on. John Casey was reelected chair and Dave Dudenhoeffer was reelected as vice chair. Randy Verkamp was nominated as secretary with Larry Stratman selected as alternate.

Anne Freand, MRPC, provided an update on the Transportation Planning Work Plan.

Bonnie Prigge, MRPC, reported that a road safety audit meeting with MoDOT was scheduled for next week. The purpose is to form a team to look at high accident areas to see where they can be improved to reduce the number of accidents occurring in those locations. Improvements could include things like signage. Members of the team will come from law enforcement, first responders and the general public.

T.R. Dudley made a motion to approve the Transportation Planning Work Plan; Dave Dudenhoeffer seconded. The motion carried.

**Environmental:**

Tammy Snodgrass provided the board with a handout covering environmental updates as well as updates on Meramec Region Emergency Planning and Homeland Security Oversight Committee activities.

Ms. Snodgrass noted that Homeland Security Grants application period is now open and interested agencies can apply on-line through the Web Grants site. The deadline is May 12, 2017.

She also reported that there are several new awards in the Department of Public Safety and a flyer was provided to board members with this information.

**Meramec Regional Emergency Planning Committee:** Kraig Bone, at-large representative for emergency management. Provided in Environmental report.

**Business Loans:** Marla Stevenson, at-large representative for banking  
In the absence of Marla Stevenson, Bonnie Prigge, MRPC, reported on business loans noting that there was money for relending. One loan was recently paid off and that money needs to get back out in the next six months.

**Workforce Development:** T.R. Dudley  
T.R. Dudley reported he advocated for Delta Regional Authority (DRA) and Community Development Block Grant (CDBG) programs at the national Workforce Development meeting. He stated that jobs are going unfilled due to a skills gap. Mr. Dudley stressed that potential workers must be trained with the skills needed for jobs in the 21<sup>st</sup> century workforce.

**Meramec Community Enhancement Corporation:** Marvin Wright  
Kelly Sink-Blair, MRPC, will have a written report next meeting.

Bonnie Prigge reported that DRA received a grant to allow those four counties to get workforce certified. Crawford County still needs testing and we have to determine how to test the transitioning workforce. Dr. Siebert gave a presentation about work keys testing and the entrepreneurial concept. She noted that through a program he calls "Rehabilitation Through Innovation," Dr. Siebert is working with the Crawford County Commission and Crawford County

jail to test inmates, giving them the skills they will need to obtain a job upon their release. He is also working with employers in the area to obtain interviews for the program participants once they are released. Leo Sanders added that this is the first pilot program like this in the state as far as he knows. If it is successful, the program could expand out into other counties.

**Meramec Region Community Foundation:**

Bonnie Prigge reported that the committee reviewed scholarship applications and that the Maries County R-II Schools received a \$250,000 donation for scholarships and they are in the process of getting that fund established.

**Chairman Report:**

Chairman Ray Schwartz stated that he had a wonderful trip to Washington, DC and that Tammy Snodgrass was an excellent guide. Chairman Schwartz said it was a good trip and he enjoyed visiting with the legislators and their staff. He concluded his report by stating that Bonnie Prigge did a good job of presenting our needs.

**Director Report:**

Bonnie Prigge reported that upon arriving in Washington, D.C., the president just announced his budget. She indicated that everyone they talked to said it was the president's budget but that Congress makes the budget. Ms. Prigge said the legislators they spoke with told her that they understand how important programs like, EDA, DRA, CDBG, and USDA are. She noted that it was a good visit but there is a lot of unknown in Washington right now.

Ms. Prigge informed the board that she recently met with Paul Eisentein and Luke Holtschneider about DRA and some of our projects. They will be returning to see some of the projects that have been completed under this program.

Ms. Prigge also spoke briefly on the CERT training that is coming up. The training is geared towards the volunteers and average citizens that come in immediately after a disaster. She urged folks to participate.

Ms. Prigge also reminded the board about the Give Ozarks campaign that is underway. This year the focus is on "Give Meramec" and May 9 has been designated as the day to go on-line and make a donation. Meramec Regional Community Foundation (MRCF) has assisted with coordinating some of the marketing and advertising. Give Ozarks has been very successful for some of the non-profits in the area and she encouraged folks to make a donation.

She concluded her report by wishing everyone a Happy Easter.

**Adjourn**

Jim White made a motion to adjourn the meeting at 8:40 p.m.; T.R. Dudley seconded the motion. The motion carried.

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Ray Schwartz, chairman

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James Morgan, secretary