

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, January 23, 2013, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: McDaniel – Chair, Anderson, Austin, Banaszek, Callaway-Thompson, Earnhardt, Fox, Gluba, Goodwin, Heiland, Hillman, Kelly, Lawrence, Liddell, Minard, O’Boyle, Schloemer, Sherwin, Sorensen, Stecker, Stoermer, Sunderbruch, Tank, Terry, Volz

MEMBERS ABSENT: Burrage, Gordon, Heninger, Hopkins, Pauley, Rangel, Tossell, Washburn, Wells, Welvaert, Williams

STAFF PRESENT: Bulat, Grabowski, Hunt, McCullough, Miller

Chair McDaniel called the meeting to order at 3:30 p.m. He opened with an introduction of members present.

1. Approval of the December 19, 2012 Minutes. Mr. Austin moved to approve the minutes of December 19, 2012 as presented. Mr. Banaszek seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Kelly presented the Treasurer’s Report for the month ending December 31, 2012, noting an ending total bank and book balance of \$661,240.74. Ms. Kelly moved the report be accepted as written and mailed. Ms. Sherwin seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Austin presented the bills totaling \$50,743.85, as listed on the following bills listing and addendum dated January 23, 2013:

Bills List

Cumulus Quad Cities, ads to promote air quality (cost reimbursed by ALCOA Grant)	\$ 1,200.00
Joseph F. Fackel, Administrative Hearing Officer services (cost reimbursed by MUNICES)	700.00
Hurt, Norton & Associates, December 2012 legislative technical service (cost reimbursed by participating member governments)	7,750.00
Illinois Association of Regional Councils, Human Services Transportation Plan (HSTP) Administrative Assistance, July 1 – December 31, 2012	1,662.50
Infogroup, web-based access to business database	2,050.00
Moline Dispatch Publishing Company, L.L.C., (cost reimbursed by ALCOA grant)	1,020.00*
Craig Piggot, MUNICES reimbursement	580.00

Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,905.00
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Addendum

Bancard Center, VISA charge card expenses related to office/computer supplies	1,338.58
CBS4 Coronet Communications, ads to promote air quality (cost reimbursed by ALCOA Grant)	1,464.00

Deluxe for Business, accounts payable checks	533.33
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Louisa Ewert, Treasurer	6,651.70
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02/2013	Rent	\$4,618.38
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02/2013	Internet Access	88.00
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12/2012	Postage	1,535.52
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12/2012	Printing	148.91
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12/2012	Supplies	200.90
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12/2012	Cell Phone	59.99
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Ian MacCannell, MUNICES reimbursement	580.00
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Mel Foster Co., Inc., annual premium for Business Owner’s Package, Auto Policy, Worker’s Comp Policy, Crime Policy, Public Officials Policy, and Employment Practice Policy	12,036.73
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Quad-City Times, ads to promote air quality (cost reimbursed by ALCOA Grant)	5,604.61
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*Correction–

Moline Dispatch Publishing Company, L.L.C. (previously listed as \$1,020.00), additional invoice for ads to promote air quality	5,687.40
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Mr. Austin moved approval of the bills totaling \$50,743.85 as presented above. Mayor Gallagher seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2012 Program Budget as of December 31, 2012. Mr. Austin explained the Program Budget Status Report was included in committee members' packets. The Commission is 50.0% through the fiscal year with 42.9% expended and within budget.

- c. Contracts/Grants for Consideration. Ms. Bulat presented one contract for consideration by the Commission.

– Illinois Department of Transportation for a Henry County Comprehensive Transportation Plan for \$37,579.00 for a period of 2 years upon execution.

Ms. Kelly moved approval of the contract. Mayor Gluba seconded the motion, and it passed unanimously.

4. Executive Committee.

- a. Election of Officers. The following slate of officers for 2013-2014 nominated by the Executive Committee was presented to the Commission for approval:

Chair – Larry Minard, Chair, Scott County Board of Supervisors

Vice Chair – John Thodos, Mayor, City of East Moline

Secretary – Phillip Banaszek, Chair, Rock Island County Board

Treasurer – Kas Kelly, Chair, Muscatine County Board of Supervisors

Mayor Gluba motioned to approve the slate of officers, and Mr. Volz seconded. The motion passed unanimously by the Commission.

5. Consideration of Recommendation to Articles of Agreement and By-Laws. Ms. Bulat presented changes to the current Articles of Agreement and By-Laws of Bi-State Regional Commission. The Commission approved changes to the Articles of Agreement and By-Laws as recommended by the Executive Committee. Articles of Agreement changes are as follows: Illinois small member government appointments changed from January to June, and Iowa small member government appointments changed from January to February to match the timing of municipal elections in each state.

The language in appointments from minority interests as defined by EDA changed to diverse interest as EDA no longer defines this in our grant. Also, the Executive Committee changed from eleven to up to eleven members and from five counties to all member counties will have representation. The expenditure threshold for Commission approval was deleted as it is covered in the By-Laws.

Changes in the By-Laws include the Executive Committee language changes above, the word "mail" was changed to "communicate" throughout the document, and the need for Commission approval for warrants increased from over \$500 to over \$2,000.

Ms. Bulat concluded that each member government will be requested to approve a resolution to adopt the updated Articles of Agreement. Once all member governments adopt the Articles of Agreement, we will file them with each state and member county as required.

6. Update on the Rural Jobs and Innovation Challenge Grant. Mr. Hunt told the Commission that Bi-State Regional Commission and Henry County Economic Development Partnership (HCEDP) were co-applicants on the Rural Jobs and Innovation Accelerator Challenge grant (RJIAC), which received \$193,500 in federal funding. The federal funds are provided by the Economic Development Administration (EDA) and the U.S. Department of Agriculture (USDA). EDA covers about 70% of the federal funding, while USDA covers about 30%. Local matching funds of \$193,500 were provided by local businesses and governments within Henry County.

The grant was officially awarded on October 1, 2013. Bi-State staff and HCEDP board members used the first two-months of the grant to hire a full time Rural Community and Economic Development Program Manager and a 3/4 time Rural Community and Economic Development Specialist. The hiring process resulted in Kathleen Repass of Geneseo accepting the Program Manager position, and Katie Hobbs accepting the Specialist position.

Kathleen Repass holds an MBA from the University of Houston and has 20 years of community development experience in Henry County. Kathleen has a proven record in sales, fundraising, grant writing, and recent experience in lending.

Katie Hobbs, HCEDP Community and Economic Development Specialist, holds a BA from St. Ambrose University and has 5 years of economic development experience in the Quad Cities and Cedar Rapids. Katie has a history of success in marketing and sales. Additionally, she has worked with local, state, and federal legislators on economic development projects.

Over the next three years, Ms. Repass and Ms. Hobbs will work to complete six major grant required functions, while also working in various other capacities to create job growth in Henry, Rural Rock Island, and Mercer Counties. The major tasks of the grant are listed below.

Activities of the RJAC

Activities	EDA/USDA
Rural Economic Development Plan/Cluster Analysis (REDP)	EDA
Business Needs Assessment	EDA
Rock Island Arsenal Connectivity Assessment	EDA
Establish/Expand HRRM Local Foods Network	USDA
Coordinate and Increase HRRM Rural Entrepreneur Engagement	USDA
Rural Tourism Community Assessment	USDA

7. Questions or Comments by Commissioners. There were no questions or comments by Commissioners.
8. Other Business. Ms. Bulat informed the Commission about staying current in the grants.gov registry and said that a full article on the program would appear in the *Commission in Review*.
9. Adjournment. The meeting adjourned at 4:22 p.m.

Respectfully submitted,



John Thodos
Secretary