GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION
(GREATER EGYPT)

MINUTES OF THE REGULAR MEETING OF THE COMMISSION
April 14, 2020

The Regular Meeting of the Commission convened on Tuesday, April 14, 2020, by phone conference per COVID 19 Emergency. Mr. Damron, Chairman, called the Commission Meeting to order at 7:00 p.m.

Roll Call

Upon roll call, the following members were present by phone: Jason Ashmore, Cindy Humm, Kevin Weston (Franklin County); Cate Dinn (West Frankfort); David Larkin, Bob Hopkins, Julie Peterson (Jackson County); Chris Wallace (Carbondale); Steve Damron, Steve Draege, Cliff Lindemann (Jefferson County); Dallas Bigham, Josh Gross, Fred Kelly, Brian Otten (Perry County); Ruth Hale (Du Quoin); Robert Spencer (Pinckneyville); Jim Marlo, Mike Monchino, Jeff Robinson, Greg Smothers (Williamson County); Kathy Lively (Herrin); Glenn Clarida (Marion); Larry Lovel (Assembly of Local Governments).

Absent: Neil Hargis (Franklin County); Craig Miles (Benton); John Rendleman (Jackson County); Scott Wilmouth (Kinkaid-Reeds Creek Conservancy District); James Malone (Jefferson County); Mary Ellen Bechtel (Mt. Vernon); Mark Krones (Carterville).

Staff present: Cary Minnis, Executive Director; Jenny Richardson, Administrator; Margie Mitchell, Program Director; Abra Phillips, Administrative Assistant/Bookkeeper.

No guests called in.

Consent Agenda

A motion was made by Mr. Robinson and seconded by Mr. Smothers to approve the consent agenda including the Minutes of the March Commission Meeting, the March Financial Report, the List of Bills, and the March Staff Report. All members present voted “AYE”. The motion carried.

NEW BUSINESS

Executive Committee Meeting

Mr. Minnis noted that after the Loan Agreement and the Letter of Conditions were received from Rural Development their general counsel said that they could not proceed with the 35-year loan. We had a couple of choices to (1) reestablish the dissolved GERPDC, Inc. and reapply with GERPDC, Inc. as the applicant or (2) change to a 20-year debt certificates that would keep the time frame for the building on track. After discussion, the Executive Committee agreed to pursue the 20-year debt certificate.

A motion by Ms. Humm and seconded by Mr. Smothers to accept the Minutes of the Executive Committee Meeting of April 6. All members present voted “AYE”. The motion carried.

New Office Construction Project

Mr. Minnis asked if there were any questions regarding the materials sent to the members regarding the Ordinance which spells out the conditions and other information pertinent to the loan or does all seem okay.

A motion by Mr. Robinson and seconded by Mr. Ashmore to Adopt the Ordinance (1-4-2020) Authorizing the Issuance of Taxable General Obligation (Limited Tax) Debt Certificates to Finance Facilities for Greater Egypt Regional Planning and Development Commission, Williamson County, Illinois and Providing the details of Such
Certificates, and Related Matters. Roll Call vote was taken, one member “ABSTAINED” and all others present voted “AYE”. No “NAY” votes were cast. The motion carried.

The loan closing will be April 20. Hope to be in the new office in December.

Increase USDA Loan Reserve (this was covered in the ordinance and loan resolution.)

Mr. Minnis noted that some changes were requested in the Ground Lease with Marion. These changes have been made and the Amended Ground Lease needs to be approved. A motion was made by Mr. Robinson and seconded by Mr. Monchino to approve the Amended Ground Lease with the City of Marion. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Mr. Minnis noted that an Addendum to the Man Tra-Con Lease needs to be approved. A motion was made by Mr. Bigham and seconded by Mr. Hopkins to approve the Addendum to the Man-Tra-Con Lease. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Mr. Minnis requested approval of the 1942-47 Loan Resolution. A motion was made by Mr. Lindemann and seconded by Mr. Smothers to approve the 1942-47 Loan Resolution. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Mr. Minnis noted there is a Loan Resolution Addendum that needs to be approved. A motion was made by Mr. Robinson and seconded by Mr. Monchino to approve the Loan Resolution Addendum. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Mr. Minnis requested approval of the Bond Counsel engagement letter from Gilmore & Bell. This firm was suggested by Rural Development. A motion was made by Mr. Lindemann and seconded by Mr. Robinson to approve the firm of Gilmore and Bell as Bond Counsel. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Mr. Minnis requested approval of the Request for Funds for the project. A motion was made by Mr. Ashmore and seconded by Mr. Marlo to approve the Request for Funds. One member “ABSTAINED”; all other present voted “AYE”. The motion carried.

USDA Grant

Mr. Minnis noted that we were down to the wire for closing the loan and USDA legal counsel said changes had to be made. In working with USDA, we found that the Commission was potentially eligible for a Rural Business Grant since the building will be used by a not-for-profit agency serving small businesses. We will be applying for an $118,000 grant for data and IT wiring ($55,000), which was not included in the specs, and also for equipment for Man-Tra-Con resource room, a lap-top and screen for the conference room, and also landscape and signage.

A motion was made by Ms. Dinn and seconded by Mr. Wallace that the Commission apply for a USDA grant for $118,000 for IT wiring, equipment, signage and landscaping for the new office building. One member “ABSTAINED”; all other members present voted “AYE”. The motion carried.

Downstate Small Business Stabilization Grant

Mr. Minnis reported this grant is for businesses in municipalities and counties. The local government has to submit the applications. Grants are for working capital up to $25,000. There is some risk involved. The
business has to submit 3 years of financials. They will be part of the application and be available for review for the public before the public hearing. DCEO will host a webinar for local governments tomorrow. Staff can help with the applications if requested by local governments.

Miscellaneous

Meetings scheduled--April 29 Executive Committee in Marion; May 12 Regular Meeting in Marion.

Mr. Minnis noted the closing for the office building loan will be Monday, April 20 and the Notice to Proceed will be issued to the Contractor. We had discussed having a ground breaking ceremony but due to COVID 19 we should postpone until later.

Adjournment

A motion was made by Mr. Kelly and seconded by Mr. Robinson to adjourn the meeting. The meeting adjourned at 7:20 p.m.

Handouts

All items discussed had been emailed to Members before the Meeting.

Copies of all background documents furnished to the Commission in connection with this meeting are on file in the office of Greater Egypt, Marion, Illinois