

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION
EXECUTIVE COMMITTEE MEETING
May 14, 2024**

1. Call to Order and Roll Call

Jeffery Robinson, Chair, presided and called the meeting to order at 12:06 pm. A roll call was taken, and it was noted that there's a quorum present.

Officers Present:

<u>Name</u>	<u>Position, Represents</u>
Jeffery Robinson	Chair, Williamson County
Kathy Lively	1 st Vice-Chair, Herrin
Julie Peterson	3 rd Vice-Chair, Jackson County
Robert Spencer	4 th Vice-Chair, Pinckneyville
Steve Damron	Secretary, Jefferson County
Cindy Humm	Treasurer, Franklin County

Officers Absent:

<u>Name</u>	<u>Position, Represents</u>
Brian Otten	2 nd Vice-Chair, Perry County

Staff Present - Cary Minnis (Executive Director); Abra Phillips (Administrator).

2. Consent Agenda

- a) Minutes of March 26, 2024 Commission Meeting
- b) List of Bills – May 07, 2024
- c) Staff Report – April 2024

A motion was made Steve Damron and seconded by Robert Spencer to approve the consent agenda

3. New Business

- a) Consultant Selections
 - Tri-C, Herrin, and Murphysboro Bike Plan – this contract is for no more than \$150K and must be completed prior to September 30, 2025. The recommended consultant is Klingner.

A motion was made by Kathy Lively and seconded by Steve Damron to approve the recommendation. The motion carried.

- Du Quoin, Pinckneyville, and West Frankfort Bike Plan – this contract is for no more than \$120K and must be completed prior to September 30, 2025. The recommended consultant is The i5 Group.

A motion was made by Steve Damron and seconded by Cindy Humm to approve the recommendation. The motion carried.

- Sesser Vulnerable Road User (VRU) Study – this contract is for no more than \$20K and must be completed prior to August 30, 2024. The recommended consultant is Brown and Roberts.

A motion was made by Kathy Lively and seconded by Robert Spencer to approve the recommendation. The motion carried.

b) FY2025 Draft Budget

Cary went over the budget with the committee and noted the following:

- Margie Mitchell's position is only budgeted through December 31, 2024. We are hoping to hire a grant manager to slowly take over her grant-related tasks and to assist in writing new grants.
- All but one employee that started prior to January 1, 2024 will be getting the regular step increase (3% raise). Kelsey Bowe will be moved to a higher-grade position. The result will be an additional increase of around \$400 above the standard 3% increase and a new title to differentiate her from the new planners.
- The IMRF employer contribution rate will decrease to 10.76% starting in calendar year 2025. It is currently 13.11%.
- New job openings: We have taken down the listing for the Economic Development Planner and replaced it with the Grant Manager position. We are also adding an opening for Transportation Planner to fill in the gap from Mike Ziarnek. His last day was May 10, 2024.

Cary mentioned that he plans to clean this up before the next full-board meeting and that we don't need a motion, just a consensus is fine. The consensus is to recommend approval to the full board.

c) Miscellaneous –

Cary announced that Tyler Carpenter has gotten us a new wildfire prevention grant from the US Forest Service.

4. Matters from the Floor - None

5. Next Meetings:

Full Board Commission Meeting: June 11, 2024, 6:00 p.m.

Executive Committee Meeting: July 09, 2024, Time TBA

6. Adjourn

A motion was made by Cindy Humm and seconded by Steve Damron to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 12:51 pm.