

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION  
EXECUTIVE COMMITTEE MEETING  
July 15, 2025**

**1. Call to Order and Roll Call**

Jeff Robinson, Chair, presided and called the meeting to order at 12:08 pm. A roll call was taken, and it was noted that there is a quorum present.

Officers Present:

<b><u>Name</u></b>	<b><u>Position, Represents</u></b>
Jeffery Robinson	Chair, Williamson County
Kathy Lively	1 <sup>st</sup> Vice-Chair, Herrin
Kevin Weston	2 <sup>nd</sup> Vice-Chair, Franklin County
Julie Peterson	3 <sup>rd</sup> Vice-Chair, Jackson County
Robert Spencer	4 <sup>th</sup> Vice-Chair, Pinckneyville
Steve Damron	Secretary, Jefferson County
Cindy Humm	Treasurer, Franklin County

Staff Present - Cary Minnis (Executive Director), Sarah O'Dell (Administrator)

**2. Consent Agenda**

- a) Minutes of May 18, 2025, Special Executive Committee Meeting

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

**3. New Business**

- a) Jackson Union Port Feasibility Study Contract

- Staff gave an update on an IDOT-funded study. Working with the Jackson Union Port Authority Greater Egypt received a grant from IDOT for the project. The Port Authority Board approved the scope of work. A request for qualifications was sent out, but only one response was received due to the study's specialized nature. The Port Authority Board and IDOT reviewed the response and agreed the consultant was qualified. It is recommended to award the contract to Higby Barrett for an amount not to exceed \$204,000. The goal is to complete the study by June 30, 2026, with an option to extend if needed. A motion was made by Julie Peterson and seconded by Robert Spencer to approve the recommendation and award the contract. The motion carried unanimously.

- b) Miscellaneous

- Cary gave an update on federal budget talks as they stand currently. DRA, EDA, and CDBG programs are still included in the budget, though with some funding cuts, with none of these programs being eliminated.

DRA's annual SEDAP grant program is now open. The Community Infrastructure Fund grants and strategic planning grants are also available. Applications are due by August 25 for SEDAP and 30<sup>th</sup> for CIF, with funding decisions expected by September 30. Greater Egypt encourages everyone to spread the word and apply early since there's a quick turnaround this year.

- Staff gave an update on accounting services. The fiscal year ended June 30, and the first major task—adjusting the fringe benefit rate—was completed without issues. The new accounting team has been working through the books, learning the system, and updating reconciliations. They are also preparing to eventually take over payroll services. Financial reports were delayed due to year-

end closeout but should be available by the next meeting. Progress has also been made on annual requirements like GATA reporting and indirect cost rate approval.

The accountants are handling check processing and bank reconciliations using the current MIP system, with two people trained for backup. No major concerns have come up, and everything seems to be running smoothly. Internal procedures will be updated as the transition continues.

**4. Matters from the Floor**

- a) Julie Peterson congratulated Greater Egypt and everyone involved in the Jackson County Rural Roads Vision Zero Action Plan. Although the plan was not funded by a grant written by Greater Egypt, IDOT provided approximately \$700,000 to complete three similar plans. This approach saved local resources since applying through federal programs would have required a 20% local match.

**b) Next Meetings:**

Full Board Commission Meeting: August 12, 2025, 6:00 p.m.

Executive Committee Meeting: September 9, 2025, 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.