

Board of Commissioners Meeting
Wednesday, November 28, 2018 7:30am.
Arthur P. Grimshaw Board Room

PRESENT:

BOARD:

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| Rick Mihalevich | Roger Schwartz | Gary Wheeler |
| Roger Fischer | Jim Jordan | |
| Calvin Broughton | Doug Mertens | |
| Hank Stratman | Kris Scheperle | |

STAFF:

Randy Allen, Missy Bonnot, Duane Schreimann

REGULAR BUSINESS:

1. WELCOME AND INTRODUCTIONS: Randy Allen

Randy Allen, President/CEO of the Jefferson City Area Chamber of Commerce welcomed the Board of Commissioners and the Board introduced themselves. Duane Schreimann, agreed to serve as temporary chair of the meeting until a Chairman was elected with no objection.

2. ELECTION OF BOARD OF COMMISSIONERS OFFICERS: Duane Schreimann

Chairman- Duane asked for nominations. Roger Fischer nominated Rick Mihalevich. Doug Mertens made the motion to elect by acclamation and Jim Jordan seconded. Motion passed.

Chairman Rick Mihalevich asked for nominations for Vice Chairman. Jim Jordan nominated Roger Fischer. Doug Mertens made the motion to elect by acclamation and Roger Schwartz seconded. Motion passed.

Chairman Rick Mihalevich asked for nominations for Secretary. Gary Wheeler nominated Kris Scheperle. Jim Jordan made the motion to elect by acclamation and Doug Mertens seconded. Motion passed.

Chairman Rick Mihalevich asked for nominations for Treasurer. Gary Wheeler volunteered to serve. Kris Scheperle made the motion to elect by acclamation and Roger Fischer seconded. Motion passed.

3. RATIFY BY-LAWS FROM PORT AUTHORITY APPLICATION: Chairman Mihalevich

The Board reviewed the By-Laws. Roger Fischer made the motion to adopt the By-Laws as proposed and Doug Mertens seconded. Motion passed.

4. AGREEMENT WITH JEFFERSON CITY AREA CHAMBER OF COMMERCE FOR ADMINISTRATIVE DUTIES: Chairman Mihalevich

The Board of Directors discussed the proposed agreement with the Jefferson City Area Chamber of Commerce to provide Professional Services to the Heartland Port Authority. The Agreement proposes contracting with the Chamber starting January 1, 2019 to December 31, 2019 then on a month to month basis thereafter. The Heartland Port Authority would compensate the Chamber \$25,000 per year and the annual payment would be July 15, 2019. In addition, the Jefferson City Area Chamber of Commerce would also be the custodian of meeting records. Gary Wheeler, out of professional courtesy asked the Chamber staff to step out of the room.

After much discussion, Gary Wheeler made the motion to table the Agreement for professional Services Duties. Kris Scheperle seconded.

Chamber staff returned to the meeting and discussed duties they would perform for the Heartland Port Authority.

The group suggested adding language to the Agreement to include: soliciting letters of interest and/or intent as a priority. Also adding: other services the parties may agree.

Chairman Mihalevich asked the Board to vote on the motion to table the Agreement for Administrative Duties. Motion did not pass. Chairman Mihalevich asked the Board to vote on the motion to not table the Agreement for Professional Services. Motion passed.

Board of Commissioner Kris Scheperle had a previous engagement and excused himself early from the meeting and did not participate in the vote.

Hank Stratman made a motion to contract with the Chamber to provide Professional Services to the Heartland Port Authority of Central Missouri including the modifications discussed. Gary Wheeler seconded. Motion passed.

Calvin Broughton made a motion for Missy Bonnot with the Jefferson City Area Chamber of Commerce to be the Custodian of Records. Doug Mertens seconded. Motion passed.

5. MISSOURI PORT AUTHORITY ASSOCIATION (MPAA) MEMBERSHIP: Chairman Mihalevich

The Jefferson City Area Chamber of Commerce joined the MPAA on behalf the Port Authority to be able to participate and attend the Fall MPAA meeting. Roger Schwartz made the motion to ratify MPAA membership. Calvin Broughton seconded. Motion passed.

6. PORT AUTHORITY APPLICATION: Chairman Mihalevich

The Jefferson City Area Chamber of Commerce submitted the Port Authority Application in August 2018. MoDot Highways and Transportation Commissioner approved the Heartland Port Authority of Central Missouri in September 2018. The final application was provided to the Board of Commissioners.

7. BUILD GRANT APPLICATION: Chairman Mihalevich

The City of Jefferson on behalf of the Heartland Port Authority of Central Missouri applied for a BUILD grant through the Federal Government in August. As part of the grant criteria, a governmental entity had to be the applicant. The City of Jefferson submitted the application for \$989,000 and including a 20% match which is required. This money would be used for preliminary design work for the Port Site. The grants are scheduled to be announced in December 2018.

8. PROCESS TO ACQUIRE SOUTH SITE FROM STATE OF MISSOURI: Chairman Mihalevich

The proposed site for the Port on the south side of the Missouri River is a 16-acre parcel of land owned by the State of Missouri. In order for the land to be owned by the Port Authority, the State of Missouri would have to convey the land to the Heartland Port Authority of Central Missouri. The process would include working with our local legislators and propose legislation for upcoming session that starts in January 2019. After discussion, Roger Schwartz made a motion to ask the Jefferson City Area Chamber of Commerce to pursue legislation to have the parcel of land to conveyed to the Heartland Port Authority. Doug Mertens seconded. Motion passed.

9. EXECUTION OF OATH OF OFFICE: Duane Schriemann

Duane discussed the Oath of Office and document and asked the Board sign the document before the end of the meeting. Angi Baugher, Chamber Staff and a Notary Public, will notarize the documents at the conclusion of the meeting.

10. OTHER BUSINESS: Chairman Mihalevich

Chairman Mihalevich asked the Board to review the Board roster and make any changes needed. Gary Wheeler asked if the Board would be interested in pursuing a grant through the Small Business Development Authority with Department of Agriculture to assist with addition research for the feasibility of the Port for a maximum for \$200,000. The Chamber of Commerce will contact Gary and his staff for more information and begin gathering information. Duane Schriemann discussed at some point the Board of Commissioners should consider hiring legal representation that has Port expertise.

11. FUTURE MEETINGS: Chairman Mihalevich

The Board discussed future Board meeting dates and determined the best date would be the third Tuesday of the month and the meeting will be held at the Jefferson City Area Chamber of Commerce Building, 213 Adams Street at 7:30am.

A motion to adjourn was made by Roger Fischer and seconded by Jim Jordan.

Minutes submitted by:  _____

Missy Bonnot, Director of Economic Development
Jefferson City Area Chamber of Commerce