**MINUTES                                                          Heartland Port Authority of Central Missouri**

Board of Commissioners Meeting
Thursday, April 21, 2022 11:00a.m.
Cole County Sheriff’s Office and Zoom

**PRESENT:**

BOARD:

Roger Fischer

Jason Branstetter

David Floyd

Jon Hensley

Jeff Naught

Rick Mihalevich

Jeff Earl

**ABSENT:**

Harry Otto

Thomas Woods

STAFF:
Luke Holtschneider, Missy Bonnot

GUESTS:
Jeff Haldiman, News Tribune; Ty Morris, Craig Bunger, Tom McDonald, Sarah Johnson, Barr Engineering; Shawn Goetz, Greg Kelahan, Hanson Engineering

**REGULAR BUSINESS:**

**1. Roll Call:** Missy Bonnot

**2. Approval of Agenda:**

Jason Branstetter made a motion to approve. Jon Hensley seconded. Motion passed.

**3. Approve Minutes:**

Jon Hensley made a motion to approve. Jason Branstetter seconded. Motion passed.

**4. Public Comments:**

No Public Comment

**5. Old Business:**

No Old Business

**6. New Business:**

6.1. Barr Engineering Scope of Work Update – Ty Morris and Craig Bunger with

Barr Engineering provided a status report of the Scope of Work.

Task 1- Preliminary Hydraulic Modeling

* Obtaining USACE and SEMA Models – 100% Complete
* Model orientation - 50% Complete
* Incorporating topographic survey data from Phase I - 10% Complete
* Review calibration and adjust boundary conditions - 0% Complete
* Iterative concept design evaluation - 0% Complete
* Preliminary estimate of potential floodplain impacts - 0% Complete

Task 2 – Preliminary Engineering Design

* Update concept plan to revise road access & include rail access – 95% Complete
* Preliminary quantification of potential riverine impacts - 5% Complete
* Preliminary quantification of potential wetland impacts - 5% Complete
* Preliminary quantification of potential cultural resources impacts - 5% Complete

Task 3 – Permit Application

* Wetland Delineation Report revisions – 80% Complete
* USACE jurisdictional wetland impact calculation - 0% Complete
* Engineering Form 4345 - 40% Complete

Task 4 – PM/Meetings

* Future in-person update meetings
* Virtual meetings
* Bi-weekly updates in progress

6.2. Business Subcommittee – Roger Fischer

Roger discussed the need for a HPA Business Subcommittee to be formed to begin contacting potential business port customers. A Market Study was completed by Decision Innovation Systems in 2020 that provided business information. Luke Holtschneider recommended creating a port marketing brochure that could be utilized by any port board member that contacts a business to stay consistent in messaging. Jeff Naught volunteered to be part of the subcommittee. Roger Fischer will set a meeting for the Chair and Vice Chair to meet with Jeff to begin the process.

6.3. CAMPO Technical Committee Ex-Officio appointment – Roger Fischer

Roger reported Capital Area Metropolitan Planning Organization (CAMPO) has requested a representative of the HPA serve on the CAMPO Technical Committee in an Ex-Officio capacity. Rick Mihalevich made a motion to appoint Jason Branstetter. Jon Hensley seconded. Motion passed.

**7. Staff Report:**

Missy Bonnot reported Barr Engineering submitted the first invoice for $6,775 and will be processed. She also reported the American Patriot Holding event invoice was processed for Doubletree Hotel and the event was less than $1,000.

**8.** **Commissioners Reports & Invited Guests:**

American Patriot Holdings Capital Visit - Roger Fischer reported Sal Litrico visited Jefferson City on February 28 and made a presentation to the Port Board and about 30 local leaders/businesses at the Doubletree Hotel.

With no other business, Jon Hensley made a motion to adjourn. Jason Branstetter seconded. Motion passed and meeting adjourned.

Next meeting Thursday, May 19, 2022

Minutes submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Missy Bonnot, Vice PresidentJefferson City Regional Economic Partnership