

**MINUTES OF REGULAR MEETING
ST. CHARLES COUNTY PORT AUTHORITY BOARD**

DATE: March 8, 2023

TIME: 8:00 A.M.

LOCATION: ST. CHARLES COUNTY EXECUTIVE BUILDING
THIRD FLOOR COUNCIL CHAMBERS
100 NORTH THIRD STREET
ST. CHARLES, MO 63301

MEMBERS PRESENT: Ken Dobbins; Don Boehmer; Hyatt Bangert; Monica Combest;
Roger Ellis

MEMBERS ABSENT: Tammy Holen; and Jeff Rothermich

SUPPORT STAFF PRESENT: Salle Hemenway, board consultant with Nexus Group; Michael Hurlbert, Director of Community Development; Bryan Wise, Associate County Counselor; John Greifzu, Assistant Director of Administration and Mariza Almstedt, Recording Secretary

➤ **CALL TO ORDER**

Chairman Roger Ellis called the meeting to order at 8:00 a.m. and roll call was taken.

➤ **APPROVAL OF THE FEBRUARY 8, 2023, MEETING MINUTES**

Chairman Roger Ellis asked for a motion to approve the meeting minutes from the February 8, 2023, meeting. Hyatt Bangert made such motion, and the motion was seconded by Ken Dobbins. The minutes were approved by unanimous voice acclamation.

➤ **PUBLIC COMMENTS**

None.

➤ **Old Business**

None.

NEW BUSINESS

Economic Development Update

Mike Hurlbert, Community Development Director stated the Thomas Redd, Economic Development Coordinator will present the Economic Development Update around 9 a.m.

Monthly Treasurer's Report to the Board – Salle Hemenway

Sallie Hemenway went over a summary of expenses and revenues through February 2023 for the Port Authority board. The second page, “Eligible Uses of MoDOT Admin Funds to Reimburse County- FY 23 July 1, 2022 – June 30.2023” showed, the tracking of funds that are MoDOT Admin funds against eligible activities that can be charged against those funds. Sallie Hemenway reviewed the front page, “St. Charles County 2023 Annual Budget” which is a picture of how it appears in the County Budget and below that are Sallie’s notes that explain each of the line items. Ken Dobbins noted the Port Authority still owes the County \$173,000.00 even though it is not included in this report. Don Boehmer suggested having a conversation with County to discuss their preference for getting paid back.

Review and Recommendation of Project Proposal Submissions – Michael Hurlbert

Mike Hurlbert, Community Development Director stated he has concerns regarding eligibility of the three “capital projects” received by the Port Authority and asked Sallie Hemenway and Bryan Wise, Associate County Counselor to look at the language in the Statutes defining eligibility.

Bryan Wise said in terms of the two rescue boats that the Augusta Fire Department and St. Charles Fire Department Bryan explained that the Legislature and Statute does allow capital improvement grants for Port Authorities related to supportive development and transportation relief for waterborne commerce which can meet a very broad definition. The Missouri Highways and Transportation Commission (MHTC) provide grants on waterborne commerce, but the three project proposal submissions have potential issues as Miss Augusta’s ownership issue with a 50-year lease is a constitutional issue since the State legislature cannot outlay funds for private companies. Brian stated that the other two projects do not deal with execution of physical improvements for handling navigable waters that can be a requirement, so they would not be eligible either.

Michael Hurlbert said he will reach out to the three applicants and let them know our findings and the Port Authority would not proceed with any of three applications. He added, the only other possible project from a waterborne commerce angle that could be eligible under the MPAA process is a ferry boat operation in Grafton, Illinois. This would entail upgrading the landing site on the Saint Charles side and doing upgrades to the physical property there.

John Greifzu stated the Port Authority, and the America Central Port in Illinois is working with Illinois International Port District (IIPD) to study ferry crossings to determine what improvements are needed and how to sustain long term operations. Amanda Brauer of St. Charles County Road and Traffic Department and Michael Hurlbert will be attending a task force that will look at the study of ferry crossings to evaluate if it should continue to be privately operated, or state subsidy or be a potentially state operated ferry. Members are invited to attend as a representative of the Port Authority.

On the economic development fund side, Michael Hurlbert said he has talked to five cities about programs the Port Authority offers and how requests are structured for projects from cities and political subdivisions. He added, the City of Weldon Springs and the City of St. Charles have expressed interest from a private side on a specific lot potentially doing a port improvement district. They were informed what the process is and what they would have to do before applying.

MPAA Summer Meeting Preparation – John Greifzu and Sallie Hemenway

Sallie Hemenway stated that there is an upcoming early spring MPAA meeting date that has not yet been determined meeting and this is the meeting that they pick projects that is brought to them where they are prioritized on a ranking system. She added these are projects that are submitted to MoDOT for appropriated dollars of the CIP program. Now that the Port Authority Board no longer has eligible applications to review and make recommendations to there is enough time between now and the MPAA meeting to consider other projects. Sallie Hemenway concluded that it is up to the Port Authority Board to make that decision.

John Greifzu informed the Board that the MPAA puts out a list of unfunded needs and asked what kind of port we would model ourselves after and the Heartland Port in Jefferson City came into mind because of similarities we share with them. Their priorities were property acquisition and planning with an annual revenue source that evolved into river born commerce projects. With that in mind, he asked if the Port Authority Board should ask for property acquisition dollars for sites connected to either the Mississippi or Missouri Rivers. John Greifzu noted state legislators seem to be interested in property acquisition, but they want a local match. A question was asked if there was a downside to making a presentation to the MPAA and have it fail.

Sallie Hemenway stated she doesn't know if there is a downside but what is being asked of the Board today is a directive to put together a write-up with more detail to present at the next meeting that has, the amount, the potential match monies could be, the purpose, and possible locations consistent with the Port Authority's strategic plan. If the Board approved the write-up, then that could be the potential application at the June MPAA meeting.

A presentation of several sites and their cost estimates were made to the Board.

John Greifzu stated he would like to know if the Port Authority Board is interested in being property owners and consider asking for property acquisition dollars. If the Board agrees to doing this, the land acquisition would come first, then planning money would come next because MoDOT keeps planning money separate from their capital improvement money. Sallie Hemenway said there is a federal program that does similar projects but is more competitive because it has a half a billion dollars in its pool. The deadline for this application is the end of April.

Sallie Hemenway said The St. Charles County Port Authority is still able to participate in this year's MPAA competition if a write-up has all the elements to evaluate with the approval of the Board to submit it for the MPAA in June. This would be a 2025 project and if ARPA money was given, it could be a 2024 project since not all ARPA funds have been expended.

The Chair entertained a motion to direct the staff to prepare the necessary application to present to the Missouri Port Authority Association for requesting funds for potential land acquisition. Chairman Ellis asked if there is a motion. Ken Dobbins asked if the Board should add what Sallie Hemenway said about the federal money so the same proposal could go to both.

Chairman Ellis amended the proposal to entertain a motion to direct the staff to prepare the necessary application to present to the Missouri Port Authority Association and to Port Infrastructure

Development Program (PIDP) of the federal agency US DOT Waterways for requesting funds for potential land acquisition. The motion was seconded by Hyatt Bangert and was passed by unanimous voice acclamation.

Economic Development Update – Thomas Redd, Economic Development Coordinator of the Economic Development Council of St. Charles County

Thomas Redd, Economic Development Coordinator of the Economic Development Council of St. Charles County, provided a presentation for the board members which highlighted target business sectors, recent business lead updates 2023 YTD, promoting sites and buildings and recent outreach and events. Thomas Redd stated Governor Parsons attended the Hawthorne Foundation Business Roundtable at the EDC with local business leaders including General Motors to promote the foundation. Last, Luanne Cundiff, President and CEO of First Bank and an EDC Board member, was congratulated for being named Chair of the Federal Reserve Bank of St. Louis Community Depository Institutions Advisory Council.

Update of Next Steps with MODOT and County Parks on Klondike Projects – Sallie Hemenway

Sallie Hemenway said that the next step with the Klondike Project is MoDOT has issued the agreements and had a resolution at the last meeting to make that application and after that the next step would be a resolution and approve the execution of that agreement. Once that agreement is executed, then a similar agreement with the County Parks Department would be executed to lay out the lease arrangement and responsibilities of the construction. The agreement for St. Charles project FY24 has not been issued yet. The County Parks Department bid that project and the bids came in higher than estimate by a million dollars and if it doesn't get back to budget, it will have to be rebid.

ANNOUNCEMENTS / MISCELLANEOUS

Update regarding Foreign Trade Zones – Michael Hurlbert

Michael Hurlbert said the RFP was advertised on February 15th and closes on March 15th.

Chairman Ellis congratulated Dr. Dobbins, President Emeritus of Southeast Missouri State University whose basketball team made school history by reaching the NCAA Tournament for the second time.

BOARD ACTION ITEMS

Substitute Resolution 23-04 – A Resolution Authorizing the Port Authority to Execute an Intergovernmental Agreement with the Missouri Highways and Transportation Commission for Coronavirus State and Local Fiscal Recovery Funds for a Capital Improvement Project at Klondike Park.

Chairman Roger Ellis asked for a motion to approve Resolution 23-04, A Resolution Authorizing the Port Authority to Execute an Intergovernmental Agreement with the Missouri Highways and Transportation Commission for Coronavirus State and Local Fiscal Recovery Funds for a Capital Improvement Project at Klondike Park.

Don Boehmer made such motion, and the motion was seconded by Hyatt Bangert. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, Hyatt Bangert – yes, Roger Ellis – yes; Tammy Holen – absent; and Jeff Rothermich – absent, Resolution 23-04 was approved by a vote of 5 yes and 0 no.

**St. Charles Port Authority
Closed Meeting – March 8, 2023**

The St. Charles County Port Authority met on Wednesday, March 8, 2023 at 9:46 a.m. in the Council Chambers, 100 North Third Street, St. Charles, Missouri.

Don Boehmer motioned to go into closed session, seconded by Ken Dobbins.

The following roll call vote was taken by the clerk: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, Hyatt Bangert – yes, Roger Ellis – yes; Tammy Holen – absent; and Jeff Rothermich – absent.

Discussion of personnel matters, Closed Meeting pursuant to Sec. 610.021 (3).

Ken Dobbins motioned to return to an open meeting, seconded by Hyatt Bangert.

The closed meeting ended at 10:04 a.m.

MEETING ADJOURNMENT

The meeting was adjourned at 10:06 a. m.