

OPEN AND CLOSED MEETING MINUTES OF THE ST. JOSEPH REGIONAL PORT AUTHORITY

Board of Commissioners
August 30, 2016

Members Present: Ron Blakley, Dick DeShon, Glen Drake, Terry McClatchey, Ken Reeder, and Mark Woodbury

Not Present: Royal Turner

Others Present: Ken Beck, Harry Roberts, Brad Lau and Valerie Brandt

1. CALL TO ORDER / APPROVAL OF MINUTES (JUNE 7, 2016)

After a quorum was determined the meeting was called to order by Dick DeShon at 7:30 a.m.

A request to review the June 7th minutes was made by Brad Lau. Terry McClatchey made a motion to approve the June 7th minutes. It was seconded by Mark Woodbury. All in favor, none opposed. Motion passed.
Valerie Brandt was introduced.

Financials

The week of Sept. 19th will be the audit. Accounts receivable as of July 31st are as follows: \$6,000 from Kaw Valley that they pay monthly, \$46,000 in the bank after all of the engineering and capital project was paid. There is also a refundable advance under the liabilities from the Capital Grant that was received from the state. This will be taken off when the auditors are here. Month ending July 31st with \$700 MO Port Authority Assoc. annual dues. Utilities were supposed to be transferred into Kaw Valley. Brad sent an email and will follow up again. Capital Improvements of \$1,960 was the final invoice on the engineering project to Snyder and Associates. We haven't received any admin money but are receiving a grant.

Ken Reeder asked about the current assets of \$46,000 in the Commerce Bank checking account. Ken asked if it was assets (land value) and cash combined. The \$46,000 is the checking account only.

Dick requested a motion to approve financials. Motion was made by Terry McClatchey, seconded by Ron Blakley. All in favor. Motion approved.

Approval of Resolutions for MoDOT Grant Funding:

2017 Administrative Grant Agreement

This is for our annual administrative funds. This year we are slated to receive \$39,417 which is down this year. Each year as new ports come in we are losing a little bit. There is a budget and work plan included for review. This is our typical annual draw on the admin funds. Mark Woodbury made a motion to approve, seconded by Terry McClatchey. All in favor. None opposed. Motion approved.

2017 Capital Grant Agreement

This for the capital funds that we will receive in 2017. The total amount is \$957,275.13. This is the capital dollars for the storage depending on what is done with that project. It will also be used for engineering associated with the storage facility. This requires a 20% match of non-state funds. We do have \$25,000 from the City for a fire hydrant that will be added into the project. The minimum match will be \$239,319 to equal the 20% match. Total project cost would be \$1.2 million

For each construction (engineering) draw that we put in, we have to pay 20% and they will pay us 80%

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C. J. CLARK

We will not get all of the funds up front this year. We have preliminary estimates. The \$1.2 million does not include the conveyor system. Harry asked if in-kind matches count as the 20% match. Brad explained that if we were billed from the City, it could be used as a match. MoDOT money cannot be used as a match for the 20%.

The type of Hoop barn was discussed as having divisions to keep products clean that are stored inside. There are different designs and sizes. We still need to go through the engineering process.

Terry McClatchey made a motion to approve. Mark Woodbury seconded. All in favor. None opposed. Motion passed.

2018 Engineering Administrative Grant Agreement

This year, extra allocation of about \$200,000 was available from the Legislature for administrative funds. The funding has been applied for engineering purposes for projects that are top ranking for ports. In 2018, if the legislature continues to allocate capital dollars for port projects, our conveyor project would be in the top five ports to receive that funding. This is admin money in this fiscal year that is being provided to us to design the conveyor system.

Mark Woodbury made a motion to approve the application, seconded by Ron Blakley. All in favor. None opposed. Motion passed.

Commerce Bank Line of Credit Term Sheet

At the last meeting there was discussion authorizing Dick to talk to Commerce Bank about a potential line of credit in the event we were to purchase property or to use as a match for these projects. We have the term of the agreement. Glen Drake commented that the Port has many assets and wanted to confirm that those assets could be sold if needed to use as funds. This line of credit is only for a "just in case" situation. Mark Woodbury commented that if we do this, there could be a lien on all of the Port's property. Terry withdrew his motion to approve and Glen Drake withdrew his second. Mark said we should talk with other banks before we decide to open a line of credit.

2. VOTE TO CLOSE MEETING

Dick Deshon requested to move to closed session after change order discussion. The motion to close the meeting was made by Terry McClatchey and seconded by Mark Woodbury and all in favor signify by individual vote - Ron Blakely - yes, Dick DeShon - yes, Glen Drake - yes, Mark Woodbury - yes, Ken Reeder - yes, Terry McClatchey - yes. All in favor. Motion approved.

3. VOTE TO OPEN MEETING AND RECONVENE FROM CLOSED MEETING:

Motion to move out of closed session was made by Terry McClatchey and seconded by Ron Blakely. All in favor of moving out of closed session signify with rollcall vote: Terry McClatchey, yes; Mark Woodbury, yes; Ron Blakely, yes; Glen Drake, yes; Dick DeShon, yes; Ken Reeder, yes. Motion carried, all in favor of moving out of closed session into open session.

4. OTHER BUSINESS

Kaw Valley report was given earlier. Hopefully the soybean report will come through. FC Stone has said that they are no longer pursuing the project now that our contact is not there. The priority right now is getting the storage moving. The issue on the Missouri River is that it is as competitive to use barges opposed to other methods. The storage is key to this.

Dan Hays of Kaw Valley is going to talk to the new owner of Holiday Sand about using equipment. Kenny commented that we have a wench at our port, so we do not need a standard tow. Dan said that when they were approached, the local sand company didn't seem interested in assisting. Brad is disappointed that things haven't moved faster, but at least there is rent being paid.

Ken Reeder made a comment about using the Port for salt transportation and storage. This is something that several people are very interested in as soon as there is storage available.

Brad submitted an application for a grant for a program called Missouri Moves. This is a competitive grant program that is for the truck staging improvements and repaving. No decision has been made. In the event that we would receive the funds, AGP

has pledged 50% of what was requested.

5. ADJOURN

A motion was made by Dick DeShon to adjourn the meeting.
Meeting adjourned at 8:41 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mark Woodbury", written over a horizontal line.

Mark Woodbury