

Mid-America Intermodal Authority Port District
300 Civic Center Plaza, Suite 256, Quincy, Illinois
April 10, 2012 – 4:30 p.m.

Meeting Minutes

Charles Bell called the meeting to order at 4:30pm.

Board Members Present: H.O. Brownback, Max Edlen, C. David Hood, Gerald Jenkins(via conference call), Michael McLaughlin and Blake Roderick

Board Members Absent: Don Griffiths

Guests Present: Doug Aeilts(via conference call), Megan Backs, Charles Bell, Ron Brink, Richard Klusmeyer and Jim Mentesti

Selection of Temporary Chair and Secretary

Charles Bell suggested that, because of his familiarity with the Port District and his experience as a county board chair, Mike McLaughlin serve as the temporary chair. All approved. Mike McLaughlin suggested that Megan Backs serve as temporary secretary as she was already taking minutes. All approved.

Oath of Office

All board members present stood and took the oath of office.

Approve Terms of Members

Gubernatorial appointees' terms were established with appointments. Mike McLaughlin and Blake Roderick drew straws for the remaining terms which, by process of elimination, also determined Don Griffiths' term. The board member terms were approved as follows:

H.O. Brownback - term expires June 1, 2012

Max Edlen – term expires June 1, 2012

Don Griffiths - term expires June 1, 2016

C. David Hood – term expires June 1, 2015

Gerald Jenkins – term expires June 1, 2016

Michael McLaughlin - term expires June 1, 2014

Blake Roderick - term expires June 1, 2015

Election of Chair, Secretary and Treasurer

Mike McLaughlin requested nominations from the floor for the position of permanent board chair. H.O. Brownback commented that he was not a candidate for chair, but said the candidate should be relatively close to the Adams County area so daily business can be completed and the candidate should be able to work well with both political parties. Max Edlen nominated Mike McLaughlin to be permanent chair. Blake Roderick moved to close the nominations and vote by unanimous ballot. Max Edlen seconded the motion. All were in favor. Motion carried.

Chair McLaughlin requested nominations from the floor for the position of permanent secretary. He noted that the Mid-America Intermodal Authority Port District Act does not require that the positions of Secretary and Treasurer be members of the board. David Hood moved that Megan Backs be made secretary. H.O. Brownback seconded the motion. All were in favor. Motion carried.

Chair McLaughlin requested nominations from the floor for the position of treasurer. H.O. Brownback motioned that Charles Bell be made permanent treasurer. Blake Roderick seconded the motion. All were in favor. Motion carried.

The three new officers stood and took the oath of office.

Presentation of Reports from Great River Economic Development Foundation

Jim Mentesti gave the report for Great River Economic Development Foundation. He shared with the board that when the last full time employee, Mark McNally, left the then board chair, Ron Brink, asked GREDF to step up and be more involved. An agreement was made in April 2009 that has not been terminated by either party. In addition, GREDF employee Charles Bell was among the leaders in completing all four TIGER grants. GREDF's other roles over the last three years were to get support from businesses, the Chamber and others to fund DCI to help lobby for the first two TIGER grants and to continue to help keep businesses informed about the role the Port would play in all 25 tri-state counties.

Mid-America Port Commission Update

Doug Aeilts gave the Mid-America Port Commission update. The Commission is a tri-state compact. It is made up of three members from each state including three members from the MAIAPD board – one gubernatorial appointee and two county board appointees. The Commission is also working to get reorganized. The election process is complete in Missouri and Iowa and it is on the agenda for the MAIAPD to select the members to serve on the Commission from Illinois. In the past the MAIAPD has also served as the Commission's administrative and fiscal agent. Before that meant having a full time employee, but now funds are limited. GREDF has played an administrative role for a number of years, and the MODOT grant the Commission received for fiscal year 2011 – 2012 is reimbursement based. Doug Aeilts encouraged the MAIAPD board to establish GREDF as the administrative agent at about \$1,000 per month retroactive to July 2011 for work already completed. He also encouraged the board to authorize the MAIAPD files be relocated to the GREDF office.

Business Items

Adoption of Annual Schedule of Meetings

Meetings were previously held the first Monday of each month. It was decided to again choose an agreeable day and time each month to host meetings. David Hood moved to have meetings on the first Tuesday of each month. Max Edlen seconded the motion. Discussion yielded a time of 4:30pm. All were in favor. Motion carried.

Authorize Chairman to cancel meetings

H.O. Brownback moved to allow Chair to cancel meetings. Blake Roderick seconded the motion. All were in favor. Motion carried.

Designation of Administrative Agent

H.O. Brownback moved to designate Great River Economic Development Foundation, under the leadership of Jim Mentesti, as the administrative agent. David Hood seconded the motion. All were in favor. Motion carried.

Change and Designation of Principal Office

Blake Roderick moved to designate the principal office as the GREDF office - 300 Civic Center Plaza, Suite 256, Quincy, Illinois. Max Edlen seconded the motion. All were in favor. Motion carried.

Designation of individuals authorized to sign checks

Former chair Ron Brink gave chair McLaughlin the bank account information and balance: Mercantile Small Business 101 account which had a last statement balance of \$9,503.33. Discussion was held on whether two or three people should be authorized to sign checks. It was decided two should be authorized now. Blake Roderick moved to authorize the chair and treasurer to sign checks. H.O. Brownback seconded the motion. All were in favor. Motion carried.

Approval of Administrative Agreement

GREDF did not have a formal administrative agreement to present to the board. H.O. Brownback made a motion to table the agreement until the next meeting. Doug Aeilts asked to speak to the matter and H.O. Brownback withdrew his motion. Doug Aeilts encouraged the board to approve \$1,000 per month payment to GREDF retroactive to July 1, 2011 for work done and to satisfy the requirements of the MODOT grant reimbursement. H.O. Brownback moved to approve a \$1,000 per month payment to GREDF retroactive to July 1, 2011 until the board can review a formal agreement. Blake Roderick seconded the motion. All were in favor. Motion carried.

Approve Resolution Accepting DCEO Grant and authorizing Administrative Agent to sign Grant Agreement

Richard Klusmeyer offered an overview of the grant. Funds will be used for site improvements. Board members reviewed a draft of the resolution. Max Edlen moved to approve the resolution to accept the DCEO grant and authorize the administrative agent to sign the grant agreement. Blake Roderick seconded the motion. All were in favor. Motion carried.

Select Auditor and authorize audit

Discussion was held on what company had previously conducted audits and which year(s) audits needed to be completed for. H.O. Brownback moved to approve Zumbahlen, Eyth, Surratt, Foote & Flynn to conduct audits for fiscal years 2010-2011 and 2011-2012. Max Edlen seconded the motion. All were in favor. Motion carried.

Appoint Board members to Mid America Port Commission

MAIAPD is required to appoint one gubernatorial appointee and two county board appointees to the Commission. Max Edlen is not eligible to serve on the Commission because he has already served the maximum number of terms. Jim Mentesti asked the board to consider appointing Gerald Jenkins and Don Griffiths because they are both active in multiple states. Gerald Jenkins commented about Don Griffiths experience as a river terminal owner and operator with river issues and his service on national agricultural and waterways boards. H.O. Brownback moved to appoint Gerald Jenkins as the gubernatorial appointee to the Commission. Blake Roderick seconded the motion. All were in favor. Motion carried.

Blake Roderick moved to appoint chair McLaughlin to the Commission as one county board appointee. Max Edlen seconded the motion. All were in favor. Motion carried.

Blake Roderick moved to appoint Don Griffiths to the Commission as the second county board appointee. H.O. Brownback seconded the motion. All were in favor. Motion carried.

Designation of FOIA Officer(s)

Blake Roderick moved to designate Megan Backs as the FOIA officer. Max Edlen seconded the motion. All were in favor. Motion carried.

Approve relocation and changes to telephone, website and email accounts

Discussion was held about the status of the telephone, website, email accounts and also the need to move the files and checkbook to the new principal office. Max Edlen moved to allow GREDF to spend up to \$1,000 to relocate the files, change the phone number, update the website and change the email accounts. David Hood seconded the motion. All were in favor. Motion carried.

Discussion Items

1. H.O. Brownback pointed out that former chair Ron Brink dedicated a lot of his personal time and funds to supporting the Port and the board should find a way to express appreciation for his efforts.
2. Richard Klusmeyer reviewed the TIGER grant history. TIGER IV was completed and submitted earlier this year and all board members were encouraged to contact their elected officials to garner support for funding. Jim Mentesti asked the board to start looking at other alternatives if the Port does not receive funding from TIGER IV.

Without notices or communications, public input or need of a closed session, Max Edlen moved to adjourn the meeting. David Hood seconded the motion. All were in favor. Meeting was adjourned at 6:00pm.