



South Central Illinois Regional Planning Development Commission

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Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper, and Marion since 1972

MINUTES MONTHLY BUSINESS MEETING

Bonnie Cafe

Salem, IL

TUESDAY, September 30, 2025

Commissioners Present

David Johnson	Clay County
Michael Stanford	Clay County
Chris Rinehart	Clay County
Michael Gill	Clay County
Herb Henson	Clay County
Robert Bohnhoff	Effingham Co
Norbert Soltwedel	Effingham Co
Sasha Althoff	Effingham Co.
Mike Brown	Effingham Co
John Lotz	Fayette Co.
Jessica Barker	Fayette Co.
Mack Payne	Fayette Co.
RJ Lindemann	Jasper County
Angela Fehrenbacher	Jasper County
Mike Hall	Jasper County
Bill Halfacre	Marion County
Debbie Smith	Marion County
Tony Smith	Marion County
David Armbrust	Marion County

Commissioners Absent

Mike Delonshaw	Clay County
Larry Taylor	Effingham Co.
David Campbell	Effingham Co.
Doug Knebel	Fayette Co
John Roberts	Fayette Co
Michael Kleinik	Fayette Co
Karen Booker	Jasper County
Austin Francis	Jasper County
Ben Bollman	Jasper County
Galen Mahle	Marion County

Guests Present:

Staff Present:

Luke Eastin, Executive Director

Brooke Frederick, EDA Planner/Loan Portfolio Manager

Vice Chairman T. Smith called the meeting to order at 7:01 p.m.

ROLL CALL *(Taken by signature sheet – see the list of attendees and absentees above)*

Nineteen voting Commissioners attended and the Executive Director, constituting a legal quorum.

RECOGNITION OF GUESTS/HEARING OF THE PUBLIC

APPROVAL OF MINUTES

September 30th, 2025 Monthly Meeting

The Mission of the South Central Illinois Regional Planning & Development Commission is to
Enhance Economic Development and Quality of Life for its Regional Citizens

✦ An Equal Opportunity Employer and Provider ✦

Eastin asked if there was any discussion or changes concerning the August 26, 2025 Minutes. T. Smith entertained a motion made by Lotz to approve the Minutes as amended. A second was made by Brown. *(Approved)*

BILLS & COMMUNICATIONS

Upcoming Grant Deadlines & Submissions

Eastin noted that staff had met recently with DCEO CDBG members and there was no news on FY-24 awards yet. It is expected to take another few months before those are announced. It is likely that there will be no CDBG cycle in 2025.

TREASURER'S REPORT

8/1/25-8/31/25

\$46,662.24 was the total amount of checks written. The general fund had a balance of \$525,281.28 with a disbursement of \$46,853.67 for HSTP expenses to be reimbursed. The TIX Savings Account ended the month with a balance of \$228,389.25 with the RBI at \$263,794.96. YTD revenues are \$628,207.29 with expenses at \$441,247.28. CD balance was \$548,217.43. All loan recipients are paying as agreed. Soltwedel asked about an expense of \$4,210.24 on a credit card. Eastin clarified that it was travel expenses from a conference that he and employee, Chirayu Patel, attended. T. Smith entertained a motion made by Lotz to approve the August Treasurer's Report. A second was made by Hall. *(Approved)*

STAFF REPORT

8/1/2025 – 8/31/2025

COMMITTEE REPORT

9/18/2025 Operations and Budget Committee Meeting Minutes

Eastin noted that these items were sent separate from the board packet due to timing conflicts. The Operation and Budget Committee met on 9/18/2025 and approved the budget to be moved in front of the full board. Armbrust explained a motion he made to provide a bonus to the Executive Director at the end of FY-26 assuming the commission is in good financial standing and upon review of Eastin's performance. Armbrust explained that a number of years ago, former Executive Director Patrick took a significant reduction in salary due to tight financial years and this is an attempt to move the position's pay up to a more competitive level with other organizations. Armbrust also noted that Eastin gave himself a smaller raise than some of the other employees and this would allow the board to make up the difference on a performance basis. T. Smith asked about a bonus for this year; Gill noted that it wasn't budgeted for FY-26 so it would likely be best to wait for the end of the upcoming fiscal year. Armbrust noted that the bonus would balance out with the 5% raise some of the employees would be receiving. Althoff noted he would be getting a 3% increase with the current budget. T. Smith entertained a motion made by Lindemann to approve a possible Executive Director's bonus in FY-26. A second was made by Henson. *(Approved)*

T. Smith entertained a motion made by Lotz to approve the committee meeting minutes. A second was made by Payne. *(Approved)*

New Business

SCIRPDC IDOT Safe Routes to School (SRTS) Application Resolution

Eastin explained that the commission intends to submit a SRTS application to for a walking/biking transportation plan for a school district (TBD). Henson asked about the dollar amount SCIRPDC would be requesting. Eastin indicated that it would be around \$35,000-\$40,000; Frederick added that it would be reimbursable with no match. Henson inquired about the funding limits for the program. Eastin noted that it varied based on the type of project. Fehrenbacher asked about school bus trainings. Frederick indicated that it wouldn't be eligible due to the program's focus on riding and biking to school, but could cover crossing guard training and equipment. T. Smith entertained a motion made by Henson to approve the resolution. A second was made by Lotz. *(Approved)*

SCIRPDC FY-2026 Operating Budget

Total projected revenues for FY-26 are \$672,299.00 with planned expenses of \$545,002. Project surplus is 127,297. The only cost to increase notably was consultant services for snow plowing/parking lot treating in the winter. Depreciation figures will be altered once those are determined. In terms of staff increases, Eastin noted he gave himself, Terri Finn, and Riley Anderson a 3% raise and Sharon Briscoe, Chirayu Patel, and Brooke Frederick a 5% raise. He noted that Finn and Anderson would've received 5% but their pay is determined by IDOT and that was the agreed upon salary increase from the state department. Fringe benefits to pay for insurance increased to \$890 per federal guidelines. Indirect costs are at 47.77%. T. Smith entertained a motion made by Payne to approve the FY-26 budget. A second was made by Brown. *(Approved)*

SCIRPDC 2026 Meeting Schedule

Eastin introduced the 2026 Meeting Schedule, noted it was identical to this year's, and opened the floor to discussion. T. Smith entertained a motion by Armbrust to approve the 2026 Meeting Schedule. A second was made by Lindemann. *(Approved)*

OLD BUSINESS

SCIRPDC FY-2024 Audit

Eastin indicated that the audit still had not been completed and the commission was nearing due dates on federal and state registrations. Lindemann requested the name of the CPA firm; Eastin indicated it was Lemoyne and Hardcastle. Soltwedel asked what timeline was given for them. Gill asked if there was a date set in the contract to complete the work by. Armbrust indicated that he had encountered similar issues with another firm due to lack of staffing. Henson asked which of the firms' location was working on the audit. D. Smith stated that there should be a timeline listed in the contract. Gill requested Eastin check into the contract and follow up with the Executive Committee.

SCIRPDC ERTC Funds-Update

An appeals hearing will take place on October 15th with the attorneys, IRS, and Luke in attendance on Zoom. The law firm working on SCIRPDC's behalf is optimistic of the outcome.

ADJOURNMENT

Eastin announced that the Annual Meeting will take place on October 28th, 2025 in Vandalia at the 8th Day Venue. Meeting will take place at 6:30 P.M. with food and entertainment to commence at 7:00 P.M. There will be a cash bar and giveaways. Board members are welcome to bring a guest. T. Smith

entertained a motion by Payne to adjourn the September board meeting at 7:36 p.m. A second was made by Lotz. *(Approved)*

APPROVED THIS, THE 28th DAY OF OCTOBER 2025 AD.

Doug Knebel, Corp. Secretary
SCIRPDC

Larry Taylor, Chairman
SCIRPDC