

**Minutes of the April 27, 2010
Full Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Lawrence Vollmer called the meeting to order at 7:30 p.m.

ROLL CALL

Secretary Barbara Gilliatt called roll; twenty-six members were present plus one additional member, Dianne Rudolph whom arrived shortly after roll call, and with at least one representing each county. Also in attendance were Lisa Gehlhausen, and Sarah Kinder of the Commission's staff.

APPROVAL OF MINUTES AND AGENDA

Chair Vollmer presented the Minutes of the March 23, 2010 meeting. With no questions or comments, Bill Ratliff made a motion to approve the minutes and seconded by Mark Brescher. Motion carried.

ADDITION TO THE AGENDA

None to report.

TREASURER'S REPORT

Treasurer Beverly Schulthise reported that as of April 27, 2010, the closing cash balance was \$286,618.90. Treasurer Schulthise stated the closing cash balance included \$50,000.00 in CDs and the outstanding invoices total \$115,235.71. Treasurer Schulthise stated the executive board had approved to write off a \$26.63 payment due by a personal representative of the Spencer County Christian Resource Center for certified mailings that has been reflected on the books since 2008. With no further questions or discussion, Bill Byrd made a motion to approve the Treasurer's Report pending audit and Jody Fortwendel seconded the motion. Motion carried.

DIRECTORS REPORT

Chair Vollmer turned the meeting over to Ms. Gehlhausen for the Director's Report.

- **Luce Township.** Ms. Gehlhausen reported that Luce Township Regional Sewer District was awarded \$9,147,000 grant. This project is in the southwest corner of Spencer County, to bring sanitary sewers to an unsewered area. It is a \$16.3 million project. \$7,183,797 is coming from a state revolving loan fund in which the sewer district will have to pay back with a 2.31 percent interest rate loan. This regional sewer district has been trying to bring sewers into that area for at least ten years. The sewer district is under a violation with IDEM. It is anticipated to be bid in October 2010. The monthly sewer bill per month will be approximately \$65.00. Without the grant it would have been \$170.00 per month. This project will benefit low-to-moderate income people and is the largest grant that OCRA has given out and the largest grant that has gone through Indiana 15 as well. Indiana 15 will receive \$147,000 for administration of this grant.
- **DR2 Stormwater grants.** Ms. Gehlhausen stated eight stormwater grants are due on Friday, April 30. There is \$25 million dollars available that communities can apply for stormwater improvements for up to \$1 million dollars. We are hearing that there are 100 applications going in for the \$25 million. This is a statewide need and is going to be very competitive. The communities to be submitted are: Dale, Troy, Paoli, Grandview, Marengo, Petersburg, Dubois and Chrisney. This effort shows how much of a great need there is in the district for stormwater improvements. Announcements may be pushed back until July due to the number of applications.
- **DR2 Wastewater grants.** Ms. Gehlhausen stated on July 2 roughly 12 water/wastewater grant applications will be submitted. These projects can request up to \$1 million dollars with little to no match. After the staff submits these applications on July 2, most of the disaster recovery monies will be gone. Ms. Gehlhausen stated she felt Indiana 15 RPC has been very successful in bringing Disaster Recovery dollars into the district. The staff is really busy and we are getting some awarded which makes it very beneficial for the region.
- **Linda Lau.** Ms. Gehlhausen told the members to keep Linda Lau and her husband Kenny in their thoughts and prayers due to Kenny having a stroke this past weekend. He is in the intensive care unit. Ms. Gehlhausen stated Linda will be out of the office for awhile.

OLD BUSINESS

- **Interns.** Ms. Gehlhausen requested permission to have more than two interns this summer. Two interns are in the budget. We filled the first intern position and we have a second intern position and I would like a third intern to help with the absence of Linda. For one of the interns, I am seeking permission to hire my daughter. She is a freshman at IU; she's in the Kelly School of Business. It would be beneficial for her and for the Commission. She has volunteered many hours at Indiana 15 in the past with income surveys. Ms. Gehlhausen stated with Linda's absence and the busy workload of the staff, she was asking for flexibility to hire another third intern. There are hours for two interns in the budget but I would like approval to add 300 more hours for a third intern. The internships receive no benefits. With no further questions or discussion Jody Fortwendel made a motion to approve the director's request and seconded by Larry Wehr. Motion carried.

Ms. Gehlhausen stated that in the handbook it states, "No person shall be eligible for employment while a member of his (her) immediate family is currently employed by the Commission and it does list a daughter." On the side it lists a full-time employee, part-time employee and a temporary employee, in which the interns would fall under. It defines as, "An individual whose services are intended to be of limited duration (for example, filling in for illnesses, seasonal work, and special projects). A temporary employee may be released from employment at the convenience of the Commission and is not eligible for benefits. We are looking for these two internships to be paid at \$7.50 per hour. The intern we have already hired is getting paid \$10.00 per hour because this is his third summer internship." Chair Vollmer told the members that the executive board approved making the special exception to hire Ms. Gehlhausen's daughter part-time for this summer rather than changing the handbook. It's up to the full board to do the same or if they want to make any changes. Otherwise, we would have to change the handbook and I don't think we want to change the handbook. With no further discussion Thomas Lamb made a motion to approve the special exception and seconded by Bill Ratliff. Motion carried.

NEW BUSINESS

Comprehensive Economic Development Strategy (CEDs). Ms. Gehlhausen reported the staff is currently requesting each county, city and town to complete the list of future projects, which is a very important document. It helps us become knowledgeable about your community and economic needs and how we seek the resources to help you meet those needs. Ms. Gehlhausen past around the project listing for each one in attendance for the past three years 2008-2010 and mentioned it was time to update the listing of projects for the next three years, 2011-2013. This is a requirement for our Economic Development Administration (EDA) planning grant and is a very valuable to the staff to know what your needs are when an opportunity arrives. Ms. Gehlhausen stated how the EDA Santa Claus and EDA Perry County Port received EDA funds due to creating jobs and being a high priority project within the CEDs.

By-Laws. Bill Byrd asked Ms. Gehlhausen if the by-laws should be looked at again. Ms. Gehlhausen stated the by-laws were updated in April 2003. Chair Vollmer asked Mr. Byrd if there was anything special he wanted to change in the by-laws? Mr. Byrd stated he would like to revisit them. Ms. Gehlhausen stated she would put this on the executive board agenda in June and bring any recommendations to the full board for consideration in August.

Chair Vollmer mentioned it was Ms. Gehlhausen birthday. Those in attendance wished her happy birthday.

Resolutions for Approval:

- Ms. Gehlhausen reported that the State Board of Accounts recommends that each fiscal year be closed. She then referred to Resolution 2010-03 to close fiscal year 2009 and approve \$66,305.37 surplus to the fund balance. Ms. Gehlhausen stated this basically approves year-end transfer balances over and/or under the approved budget. Ms. Gehlhausen stated the Executive Board recommended approval of this resolution to close 2009 books. With no questions, a motion was made by David Prechtel to approve **Resolution 2010-03** and seconded by Thomas Lamb. Motion carried.

Rudy Freeman made a recommendation to consider all three following resolutions as a group and was seconded by Thomas Lamb. Motion carried.

- Ms. Gehlhausen referred to Resolutions 2010-04, 2010-05 and 2010-06 establishing the appropriation budgets for calendar years 2011, 2012 and 2013. She stated these resolutions indicate per capita fees per county at \$0.45 per capita levy. All three years must be approved due to the EDA Planning grant on a three year period in order to commit the matching funds for the same period but each of the counties adopts their budgets on an annual basis. We use these monies (\$54,832.50) that the counties contribute for the match to this EDA planning grant. What we use these funds for is to write the various funding grant applications at no charge to our communities on the upfront end and if they get funded, then we sign an administrative contract with them. If they don't get funded, the community is not out of anything. This is what we use the per capita fees to pay for this EDA planning grant match and match to the INDOT Rural Planning grant and for board travel to meetings. Ms. Gehlhausen stated the \$0.45 per capita is based on the 2000 census and we all know that we are going through the new census and may get the results in a year from now, so the \$0.45 won't change but the census number could fluctuate. This could make the total dollar change different up or down according to the new ten year population figures from the new 2010 census. With no further discussion **Resolutions 2010-04, 2010-05 and 2010-06** was approved on a motion made by Jody Fortwendel and seconded by Bill Byrd. Motion carried.

Before adjournment, Jody Fortwendel congratulated Indiana 15 on the \$9 million dollar grant. This is awesome. Ms. Gehlhausen stated the sewer project has to be constructed in two years and we don't know who the chosen contractor will be, but its brining jobs to our area. I have been told by contractors that these grants are keeping their workers busy. We are aware that these funds are making an impact to the jobs in the area as well as accomplishing a need. With no further business to discuss, the meeting was adjourned at 8:13 p.m. on a motion made by Pat Ramsey and seconded by Norman Dillon. Motion carried.

Respectfully submitted,

Barbara A. Gilliatt, Secretary

BAG/sk