

**Minutes of the July 27, 2010
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Larry Vollmer called the meeting to order at 6:30 p.m.

ROLL CALL

Vice-Chair Paul Lake performed roll call, with eight members present. Also in attendance was Lisa Gehlhausen of the Commission's staff.

APPROVAL OF MINUTES AND AGENDA

The Minutes of the June 22, 2010 Executive Board Meeting were presented by Chair Vollmer for approval. Pat Ramsey made a motion to approve the minutes as presented and Mike Ellis seconded the motion. Motion carried.

ADDITION TO THE AGENDA

Ms. Gehlhausen requested that a Brownfield's Revolving Loan Fund Grant that is due mid October be added to the meeting's agenda. Vice-Chair Lake made a motion to approve and seconded by Mike Ellis. Motion carried.

TREASURER'S REPORT

Treasurer Bev Schulthise reported the Treasurer's Report as of July 27, 2010 the closing cash balance was \$321,602.20 which includes \$50,000.00 in CDs. The outstanding aging schedule total \$86,628.32. Ms. Gehlhausen informed the board that a \$30,000.00 CD with Spencer County Bank is maturing on August 5 and asked the board if they wish to obtain the same term for the renewal. The CD coming up for renewal was on an 18 month term with an interest rate of 3.15%. After some discussion on the mortgage debt and with no further comments, Mike Ellis made a motion to do a 30 day short term investment and present it to the Full Board next month with Rudy Freeman seconded. Motion carried. With no further questions or discussion, John Stutzman made a motion to approve the Treasurer's Report and Vice-Chair Lake seconded the motion. Motion carried.

DIRECTOR'S REPORT

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

- **INDOT Grant:** Ms. Gehlhausen stated Indiana 15 received approval from INDOT to start work. Tom Mosley and Elliot Englert will be out and about in Pike County conducting traffic counts. We will conduct traffic counts around the railroads as required by INDOT. We will also conduct 27 counts which the placement was coordinated with the Pike County Highway Superintendent. INDOT has changed the work plan to do the counts in one county each year. (Orange was 2009, Pike is 2010, and Dubois will be 2011).
- **Disaster Recovery 2 (DR2) Grants:** Ms. Gehlhausen told the members that on July 2nd fourteen water and wastewater grant applications were submitted to the OCRA. Many of the staff were here until 4 A.M. completing these 14 applications. They were finished and taken to Indianapolis the following day. A lot of effort was put into development of these projects.
- **Three Dams & Levee Projects:** Ms. Gehlhausen reported that three dam and levee projects are currently being developed: Chrisney Lake, Dale Lake, and Jasper - Beaver Lake.
- **Clearance Projects:** Two clearance projects: Birdseye and Orleans, are being developed to eliminate blighted properties.
- **Community Focus Fund (CFF) Proposals:** Ms. Gehlhausen stated CFF proposals are due August 13, 2010 with the applications due in September. Some of the applicants in those fourteen Disaster Recovery Grant round did not wish to submit to the Community Focus Fund. We are working with the communities that wished to seek CFF funding.

Ms. Gehlhausen stated the staff is currently performing the administrative tasks for the grants awarded.

- **Brownfield's.** Ms. Gehlhausen recalled to the board that we have an EPA grant (\$200,000 for Hazardous Substance and \$200,000 for Petroleum). We have \$14,281 left in the Hazardous Substance. We are removing a tank for about \$13,000 which would leave around \$1,000 in the Hazardous Substance. We have about \$17,000 for Remedial Action Plans, which identifies the steps to clean up the property. The Petroleum funds have just over \$50,000 left for Phase I and II assessments. We have until September 2011 to complete this grant program. It is going well. There have been a couple of new properties brought forth this week that would like to have assessments done. The word is getting out about Indiana 15's Brownfield assessment and remediation progress. Let us know of any perceived brownfields. The rewarding part of this is, when someone calls and asks for help with assessing the sites. It looks like one site will be cleaned up with Neighborhood Stabilization Program funds. Hopefully a couple will be cleaned up using Disaster Recovery funds and one cleaned up with EPA funds. Ms. Gehlhausen stated new grants are due mid October 2010 for cleanup projects. A community can apply up to \$200,000 but each clean-up site will require a 20% match.

Ms. Gehlhausen stated that EPA has mentioned that they understand it will be hard for each community to come up with the 20% match. EPA recommended that Indiana 15 apply for a \$1 Million Revolving Loan Fund to EPA with the application deadline of mid October. Ms. Gehlhausen stated Indiana 15 is competent in administering Revolving Loan Funds. With this Revolving Loan Fund, the 20% match of \$200,000 will be required. Ms. Gehlhausen told the board we want to continue with Brownfield cleanup and assessments and if so, can we collectively from the six counties come up with \$200,000 or about \$33,000 for each county. This would be a regional project that all counties will have to support. It would be up to the Brownfield committee to determine the interest rate and prioritization would be. Ms. Gehlhausen stated I think this whole program has been terrific and told the board to keep in their back of their minds if we really want to continue addressing brownfields as a regional effort. The State of Indiana also has a Revolving Loan Fund available. Ms. Gehlhausen told them to remember we can do Phase I and Phase IIs on private property but once it becomes a cleanup it must be public ownership. After some discussion, Vice-Chair Lake made a motion to continue as it is for now and to bring it up to the Full Board for their consideration and seconded by Mike Ellis. Motion carried.

- **Patient Protection and Affordable Care Act (PPACA).** Ms. Gehlhausen recalled to the members the medical and dental insurance change in regards to the PPACA. The change of the regulation was mandatory for the medical to be effective September 23, 2010. Ms. Gehlhausen stated the dental coverage will not be changing until the Commission's open enrollment as of June 1, 2011. Ms. Gehlhausen reminded the board that the Commission's employee handbook only states dependent and does not define an age but our current dental policy states age 24 which will be changing to age 26 effective June 1, 2011. Ms. Gehlhausen stated she still wants to revisit the employee handbook at a later date to incorporate new laws.

OLD BUSINESS

- **Roof.** Ms. Gehlhausen stated Ron Smith, a Board Member from Santa Claus, is very knowledgeable about construction and I appreciate his assistance in getting building improvement quotes. (passed around the various quotes) Ms. Gehlhausen read each quote: 1) Superior Insulation Company is proposing to spray 2½ inches thick spray foam on the roof and to insulate the concrete blocks.

Ms. Gehlhausen read quotes on the roof estimates: 1) Paul Frey Construction quoted a snap lock metal roof; 2) Chris Money quote is to wash the blocks and paint the blocks; 3) H & M Painting quoted for washing and painting the blocks. Mike Ellis recommended calling Kenny Kippenbrock Painting for a quote to paint the blocks. He has painted the Town Hall and Fire Station for Holland at a very low price. 4) D Medcalf Construction's quote is for a Steel Door with lock to replace the wooden door in the top of the gables; 5) Paul Gogel Construction from St. Meinrad quoted shingles for the front facade to match the roof; 6) Paul Gogel Construction quoted siding on both gable ends and a 3 foot door, plus painting the door; 7) Paul Gogel Construction quoted the roof and front facade and replacing with metal; 8) Paul Gogel Construction also quoted for a shingle roof; 9) T&T Roofing quoted replacing a shingle roof; and 10) T&T Roofing also quoted replacement and shingles for the facade.

Ms. Gehlhausen stated she reviewed the quotes and the lowest cost on the shingle roof is approximately \$11,000. The door and siding is about \$3,200. The paint is \$5,300. The foam insulation is \$18,500. New guttering will cost about \$1,000 for a total of about \$40,000. Our insurance will pay \$13,000 which leaves approximately \$27,000. We

budgeted \$20,000 for a new roof which leaves about \$7,000 of new money that we did not budget for, if we want to do all of these improvements. (\$8,000 is in the budget for a new furnace which could wait until 2011).

After discussion of the costs, savings on utility bills, and the importance of insulating to protect the roof, and the roof replacement, it was determined to have a Snap Lock Metal Roof put on due to the importance and proceed with the other improvements (jobs) once they have been budgeted. Due to the various quotes on different work descriptions, it was determined to have a punch list (itemized) made, in order to compare each quote equally. Vice-Chair Lake made a motion to have the punch list made on the metal roof and once we get those results back, go with the lowest and most responsible bid to put the metal roof on and seconded by Mike Ellis. Motion carried.

NEW BUSINESS

- **Insulation of Pipes.** Ms. Gehlhausen stated that there were two areas in the ceiling that were wet. Upon inspecting the areas, there was condensation on the pipes. Mr. Mark Messmer from Messmer Mechanical came over and examined the pipes. He found two areas that need to be insulated. He quoted a price of \$114 base, plus \$57 each for the two suspected T's and \$47 each for any other area that would be found. Ms. Gehlhausen asked for board approval to go forward with this. With no further questions, Mike Ellis made a motion to approve this expense and seconded by Paul Lake. Motion carried.

Contracts for Approval:

- **Leavenworth Fire Truck (CF-10-114).** Ms. Gehlhausen stated that the Town of Leavenworth was awarded \$150,000 to purchase a new Fire Truck and Indiana 15 Regional Planning Commission would like to provide the grant administration service for that truck in the sum of \$14,000.00. Motion was made by Vice-Chair Lake to approve the contract seconded by Treasurer Schulthise. Motion carried.

ADJOURN

Ms. Gehlhausen reminded the board the next meeting is scheduled for Tuesday, August 24 at 6:30 p.m. with the Full Board to follow at 7:30 p.m. We will also be providing the mid-year 2010 budget revision and the 2011 draft budget for your consideration. We come back in October to vote on the 2011 budget. The October Meeting will be the last Full Board Meeting for the year. There being no further business to come before the Executive Board, a motion was made by Pat Ramsey and seconded by Rudy Freeman to adjourn the meeting at 7:40 p.m. Motion carried.

Respectfully submitted,

Barbara A. Gilliatt, Secretary

BAG/sk