

**Minutes of the March 22, 2016
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Whitney Timberlake welcomed the Executive Board members and called the meeting to order at 6:30 p.m.

ROLL CALL

Secretary Charmian Klem performed roll call; nine members were present. Lisa Gehlhausen-Executive Director of the Commission was also in attendance.

APPROVAL OF MINUTES AND AGENDA

Chair Timberlake presented the minutes from the Executive Board meeting held February 23, 2016. Bill Byrd made a motion to approve the minutes as presented and Al Logsdon seconded the motion. Motion carried.

Chairman Timberlake asked for additional agenda items. Lisa Gehlhausen requested INDOT Rural Transportation grant be added to the agenda.

TREASURER'S REPORT

Treasurer Beverly Schulthise reported as of March 22nd receipts were \$81,673.55 and disbursements were \$66,049.39. The actual cash balance is \$740,608.15. The aging schedule total is \$40,401.10. There are two 18-month CD's totaling \$500,000.00. The restricted savings has a balance of \$6,512.75. Al Logsdon made a motion to approve the Treasurer's Report, Tom Hauser seconded the motion and motion carried.

DIRECTOR'S REPORT

Chair Timberlake turned the meeting over to Lisa Gehlhausen for the Director's Report. Ms. Gehlhausen updated current projects as follows:

- Indiana 15 RPC is hosting a Public Financing Workshop on April 26th at 2:00 pm and 7:00 pm. Kim Blanchett with Barnes & Thornburg will be the presenter on funding capital projects. Reservations are currently being taken for these workshops.
- Indiana Association of Cities and Towns (IACT) is hosting two roundtables this month – April 18 in Leavenworth and April 25 in Haubstadt. Registration for both begins at 5:30 pm. An Economic Development Administration presentation will be given by Lisa at both workshops.
- Rich Domonkos with Purdue Local Transportation Assistance Program (LTAP) gave a presentation at INDOT Road School on PASER training. This presentation is good information for counties, cities and towns about asset management and how to rate your local roads. He wishes to do the presentation regionally, so Indiana 15 RPC is working with him on a date to host this opportunity.
- Lisa is meeting with the Indiana Department of Transportation on March 31st to discuss transportation projects in the CEDS for our region.
- Indiana 15 RPC will be hosting the Indiana Geological Information Council and Woolpert on April 4th from 2-4:00 pm for an update on the Orthophotography program. IGIC coordinates the statewide Orthophotography.
- Three projects in development with OCRA have a Letter of Intent deadline of April 8 and application deadline of June 10 – Astra Theater Historic Preservation, Birdseye Water, and English Water.
- Other projects – Huntingburg Stellar-Market Street application; English Police Vehicle application; Orleans Library bid opening; Spencer County Jail Clearance-March 29 bid opening; Crawford County Jail Clearance-March 31 bid opening; Land and Water Conservation Funds (LWCF) Parklands-June 1; Dubois County Park & Recreation Master Plan; Rockport Planning Grant.
- Indiana 15 RPC has \$50,000 left in EPA funding to perform assessments on petroleum perceived blighted sites. This grant closes September 30, 2016.
- Code Books for Dale, Jasper and Ferdinand have been updated.
- Working with Dubois County on a Mitigation Plan.

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OLD BUSINESS

- Comprehensive Economic Development Strategy (CEDS) – The CEDS document is due annually at the end of April. The Rockport Mayor and Jasper Mayor has submitted updates to the project list. Lisa is meeting with the Tell City Mayor on Thursday.
- Treasurer Bond Premium – Last month it was reported that the Treasurer's Bond premium would be \$100 for a \$30,000 bond. Auto Owners issued the bond through Franzman Insurance at a cost of \$138. Let the minutes reflect the price change. David Kress made a motion to approve the extra \$38 for the treasurer's bond, Mike Ellis seconded the motion and motion carried.
- Indiana 15 RPC has been a rural transportation provided for a number of years. A grant proposal was submitted on March 14 and if approved would be from July 1, 2016 through June 30, 2017. The proposal includes traffic counts for Pike County and maps for Milltown and French Lick. The application is for a \$38,079 INDOT grant and Indiana 15 is putting in matching funds of \$9,101 for a total project cost \$47,180. This grant also allows Indiana 15 RPC to purchase the GIS system software upgrades and transportation related application development for other projects. Lisa Gehlhausen asked for permission to sign the contract with INDOT if it is received between Board meetings. INDOT may change the amounts slightly, but the local match should be around \$9,101. A resolution will be brought with the exact amount of the match (INDOT may change the scope of the project). Mike Ellis made a motion to give Lisa Gehlhausen permission to sign a contract with INDOT for the transportation grant, David Kress seconded the motion and motion carried unanimously.

NEW BUSINESS

- Intern Discussion – A budgeted intern position is being interviewed on March 28th at 11:30 am. The internship would include updating the Indiana 15 RPC website.

CONTRACTS FOR APPROVAL

- Marengo Building Feasibility Study (PL-15-005) for \$3,500 – Bill Byrd made a motion to approve the Marengo Building Feasibility Study administration contract, Greg Mangin seconded and the motion carried unanimously.

ADJOURN

There being no further discussions or business to come before the Executive Board, Chair Whitney Timberlake called for a motion to adjourn. Motion for adjournment was made by Bill Byrd, seconded by David Kress and motion carried. The meeting adjourned at 7:28 pm. The next meeting of the Executive Board will be the April 26, 2016 at 6:30 pm followed by a Full Board meeting at 7:30 pm.

Respectfully submitted,

Charmian Klem, Secretary

CK/ct