

**Minutes of the June 23, 2020
Electronic Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Tara Damin called the meeting to order at 6:00 pm.

ROLL CALL

Secretary Mary Ann Cummings performed roll call; ten members were present. Lisa Gehlhausen and Cheri Taylor of the Commission were also in attendance.

PLEDGE/APPROVAL OF MINUTES AND AGENDA

Chair Tara Damin presented the minutes from the Executive Board meeting held May 26, 2020. Paul Lorey made a motion to approve the minutes and Mark Jones seconded the motion. Motion carried.

AGENDA: ADDITIONAL BUSINESS

Chair Tara Damin called for additional agenda items. None were presented.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of June 19th receipts were \$31,300.89 and disbursements were \$54,336.60. Since the report receipts were \$10,500.00 and disbursements were \$4,831.09. The actual total cash balance is \$781,178.84. The total aging schedule was \$28,872.46. The Commission has one 24-month CD totaling \$250,000.00, one 21-month CD totaling \$250,000.00 and one 8-month CDs totaling \$100,000 for a total investment of \$600,000.00. The restricted savings has a balance of \$18,494.33.

Paul Lorey made a motion to approve the Treasurer's Report pending audit, Jon Craig seconded the motion and motion carried.

DIRECTOR'S REPORT

Chair Tara Damin called for the Director's Report from Executive Director Lisa Gehlhausen. Ms. Gehlhausen reported on projects as follows:

- Lisa Gehlhausen is working on submitting applications for Petersburg water, Perry County Port Authority bridge improvements, Santa Claus water and wastewater, Huntingburg wastewater, PLRW&SD, Dubois County Park LWCF and Tell City Pool. Lisa is also working on the closeout for Ferdinand Old Town Lake, Petersburg Clearance, and Perry County Port Authority Water & Rail. The clearance program has been suspended until 2021 due to redirection of funding to COVID-19 programs. Projects effected include Jasper, Huntingburg, and Cannelton clearance projects. The Environmental Protection Agency (EPA) Brownfields Grant for Indiana 15 is due this fall. The Crawford County Safe Room application is due in November.
- Nathan Held is working on the closeout for the Dale Broadband Planning Grant. Nathan is submitting an EDA application for Tell City water and wastewater. He submitted an OCRA Round 1 application for Chrisney water and is working on an OCRA Round 2 application for Spurgeon wastewater.
- Lisa Gehlhausen and Cheri Taylor are working on EDA Cares Act Institutional funding.
- Jenny Matheis is working on the closeout for the Rome Courthouse Planning Grant. She is also working on a Winslow Community Center OCRA Planning Grant. This program will open in August of this year. She is working on an OCRA Dale wastewater application due November 20; awards will be December 17. Patoka Water Company in Crawford County has been submitted in the first round of funding to OCRA; awards will be announced August 6. Jenny is also working on submitting an OCRA application on behalf of Orange County Economic Development Corporation for workforce development funding.
- Cheri Taylor is working on the 2020 mid-year and 2021 Projected Budgets. State Board of Accounts is auditing Indiana 15 next week. They will be reviewing 4 years – 2016, 2017, 2018 and 2019. Cheri uploads documents for various reporting, so the review process will mainly be online. Cheri is also working on an Indiana Department of Natural Resources (IDNR) Outdoor Recreation LWCF grant for Huntingburg's Northside Park. IDNR will be visiting the site next Tuesday, June 30th.
- Lindsey Hoffman is working on three codebooks – Dale is waiting delivery, French Lick is in the process of edits, and Winslow is pending contract.

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- Clay Zeigler, summer intern for the Commission, is assisting in traffic counts; 2019-2020 INDOT counts in Perry County, 2020 INSOFAR counts in Dubois County and 2020-2021 INDOT counts in Spencer County
- Pricing for a 2019 or 2020 vehicle has been done. A 2019 van would cost about \$17,500 and a 2020 van about \$38,000.
- Two positions are open for hire in the office; Technical Services Specialist and Project Development.
- The next round of projects to pursue funding from EDA are Crawford County BITEC, Jasper Square, Rockport Wastewater, Marengo Road, Perry County Community Kitchen, and Jasper Waterline.

OLD BUSINESS

None presented

NEW BUSINESS

- Lisa Gehlhausen asked for approval to advertise the Technical Services Specialist position and approval to advertise the Project Development position. Paul Lorey made a motion to combine approval to advertise both positions, seconded by Michael Johannes and motion carried. Mark Jones made a motion to approve advertisement of both positions, seconded by Beverly Schulthise and motion carried.

The ZOOM electronic meeting ended due to the 40-minute time limit running out. Executive Board members then participated in a conference call to finish the meeting.

Resolutions for Approval

- Authorization to add Clay Zeigler to the payroll as summer intern (Resolution 2020-12)
Melanie Barrett made a motion to add Clay Zeigler to the payroll, Mary Ann Cummings seconded the motion and motion carried.

Contracts for Approval

None presented

ADJOURN

There being no further discussion or business to come before the Executive Board, Chair Tara Damin called for a motion to adjourn. Motion for adjournment was made by Paul Lorey, seconded by Melanie Barrett and motion carried. The meeting adjourned at 6:45 pm. The Executive Board will meet next on Tuesday, July 28, 2020.

Respectfully submitted,



Mary Ann Cummings, Secretary

MAC/lh