Minutes of the January 26, 2021
Electronic Full Board Meeting of the
Indiana 15 Regional Planning Commission

CALL TO ORDER

Chair Tara Damin welcomed the Full Board members and called the meeting to order at 7:00 pm.

ROLL CALL

Secretary Mary Ann Cummings performed roll call; twenty-nine members were present. Lisa Gehlhausen and Cheri Taylor of the Commission were also in attendance. The Board recited the Pledge of Allegiance.

APPROVAL OF MINUTES AND AGENDA

Chair Tara Damin presented the minutes from the Full Board meeting held October 27, 2020. Charmian Klem made a correction to the treasurer's report to Al Logsdon making the motion, Michael Johannes seconding it. Charmian Klem then made a motion to approve the minutes with the correction, seconded by Michael Johannes and motion carried.

AGENDA: ADDITIONAL BUSINESS

Chair Tara Damin asked for any additions to the agenda. Lisa Gehlhausen asked to add the position of summer intern to the agenda. Paul Lorey made a motion to approve adding the position of summer intern to the agenda, seconded by Joe Hermann and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise stated that the beginning balance of the year was $801,883.14. As of January 15th receipts were $23,142.86 and disbursements were $24,453.63. Since the report additional receipts of $14,800.00 were received. The actual total cash balance is $815,372.37. The aging schedule total is $39,872.20. There are two 12-month CDs totaling $250,000.00 and an 18-month CD totaling $100,000.00. The restricted savings has a balance of $2,497.31. Paul Lorey made a motion to approve the Treasurer's Report, John Noblitt seconded the motion and motion carried.

DIRECTOR'S REPORT

Chair Tara Damin turned the meeting over to Lisa Gehlhausen for the Director's Report as follows:

- Lisa welcomed new members to the Board. There are two this year; Paul Lake-Town of Huntingburg and Heather Gries-Spencer County Commissioners. Lisa discussed the Progress Status Reports that tracks progress of Commission projects in the region.

OLD BUSINESS

None presented.

NEW BUSINESS

- Election of Officers for 2021 –

  Marshall Noble made a motion to elect the **Tara Damin as Chair** of the Commission, Tom Hauser seconded the motion and motion carried. Tara Damin abstained.

  Tom Hauser made a motion to elect **Paul Lorey as Vice-Chair** of the Commission, Tara Damin seconded and motion carried. Paul Lorey abstained.

  Paul Lorey made a motion to elect **Beverly Schulthise as Treasurer** of the Commission, Michael Johannes seconded and motion carried.

  Paul Lorey made a motion to elect **Mary Ann Cummings as Secretary** of the Commission, Michael Johannes seconded and motion carried.

- Election of County Appointments to the Executive Board – The Board gathered with their fellow county representatives to decide on a representative to serve as an Executive Committee member. The Executive Board consists of eleven members and meets monthly. The Full Board meets quarterly.

  Crawford County appointed Bill Breeding as their representative. Mike Haverstock made a motion to approve Bill Breeding as the Crawford County Executive Board representative, seconded by Morton Dale, and motion carried.

Dubois County appointed Melanie Barrett as their representative. Paul Lorey made a motion to approve Melanie Barrett as the Dubois County Executive Board representative, seconded by Nick Hostetter, and motion carried.

Orange County appointed John Noblitt as their representative. Marshall Noble made a motion to approve John Noblitt as the Orange County Executive Board representative, seconded by John Harrison, and motion carried. John Noblitt abstained.

Perry County appointed Tom Hauser as their representative. David Etienne made a motion to approve Tom Hauser as the Perry County Executive Board representative, seconded by Tara Damin, and motion carried.

Pike County appointed Jon Craig as their representative. Todd Meadors made a motion to approve Jon Craig as the Pike County Executive Board representative, seconded by Debra Lamb, and motion carried.

Spencer County appointed Don Winkler as their representative. Don Wertman made a motion to approve Don Winkler as the Spencer County Executive Board representative, seconded by Michael Johannes, and motion carried.

Governor's Appointee is Stephen Bartels.

- Crawford County Revolving Loan Fund (CCRLF) Board – Lisa Gehlhausen is a member of the CCRLF Board as Executive Director of Indiana 15 Regional Planning Commission. Don Winkler made a motion to appoint Bill Byrd and Mike Haverstock to the CCRLF Board, Morton Dale seconded and motion carried. Mike Haverstock abstained.
- Appoint CEDS Committee members – This committee will draft a document that prioritizes projects and fulfills a requirement of the Economic Development Agency directing the District. Paul Lorey made a motion to appoint the Full Board to the CEDS Committee, seconded by Don Wertman and motion carried.
- Meeting Dates and Times – The Executive Board meeting dates were set for the 4th Tuesday of each month at 6:00. The Full Board meeting dates were set for the 4th Tuesday of January, April, August and October at 7:00. Paul Lorey made a motion to approve the dates of the Executive and Full Board meetings, seconded by Mary Ann Cummings and motion carried. After discussion, meetings will continue to be held virtually. Paul Lorey made a motion to approve meetings to be held virtually, seconded by Don Wertman and motion carried.
- Restricted Savings Account – Paul Lorey made a motion to transfer $2,000 from checking into the restricted savings account for the future purchase of a vehicle. Michael Johannes seconded the motion and motion carried.
- Approval to pay 2021 dues for the National Association of Development Organizations $3,000, Indiana Association of Regional Councils $2,000, and Indiana Geographic Information Council $75. Paul Lorey made a motion to approve paying the 2020 dues, seconded by John Noblitt and motion carried.
- Approval to attend Conferences – NADO Conference in Portland, OR in October 2021, IARC Summit in Indianapolis in fall 2021, and IGIC Conference in Muncie in May 2021. Charmian Klem made a motion to approve attendance to these conferences, if they occur, for appropriate staff, Michael Johannes seconded and motion carried.
- Health Insurance Review – Morton Dale made a motion to appointed Melanie Barrett and Bill Byrd as committee members to review health insurance options for Commission staff, seconded by Don Winkler and motion carried. Bill Byrd abstained. Lisa Gehlhausen discussed adding the Executive Board as health review committee members. Paul Lorey made a motion to add the Executive Board to the health review committee, seconded by Bill Byrd, and motion carried.

- Authorization to add Luke Thomas-Project Development to the payroll (Resolution 2021-07) – Charmian Klem made a motion to add Luke Thomas to the payroll, seconded by Mary Ann Cummings, and motion carried. Luke Thomas is a member of the Perry County Council; a letter of outside employment was presented to the Board from Mr. Thomas. Mary Ann Cummings made a motion to approve Luke Thomas's employment outside the Commission, seconded by Don Winkler and motion carried.
- Summer Intern – Paul Lorey made a motion to advertise for a summer intern, seconded by Joe Hermann and motion carried.

Resolutions for Approval:

- Approval to dispose of office equipment (Resolution 2021-01)
  Paul Lorey made a motion to approve Resolution 2021-01, seconded by Michael Johannes, and motion carried.
- Establishing newspapers for advertisements of public notices for calendar year 2021 (Resolution 2021-02)
  Melanie Barrett made a motion to approve Resolution 2021-02, seconded by Joe Hermann, and motion carried.
- Authorization of Spencer County Bank investment (Resolution 2021-03)
- Authorization of German American Bank investment (Resolution 2021-04)
- Annual authorization of investments (Resolution 2021-05)
  Melanie Barrett made a motion to lump approval for Resolution 2021-03, 2021-04 and 2021-05, seconded by Don Wertman, and motion carried. Paul Lorey made a motion to approve Resolution 2021-03, 2021-04, and 2021-05, seconded by Melanie Barrett, and motion carried.
- Authorization to Revise Personnel Manual and Administrative Procedures Handbook to add a laptop policy (Resolution 2021-06)
  Melanie Barrett made a motion to approve Resolution 2021-06, seconded by Michael Johannes, and motion carried.
- Authorization to adjust Technical Services Specialist pay (Resolution 2021-08)
  Charmian Klem made a motion to approve Resolution 2021-08, seconded by Don Wertman and motion carried.

Contract for Approval:

- Ferdinand Code; sum of $1,200
- Dubois County Park Plan; sum of $15,000
  Melanie Barrett made a motion to lump all contracts for approval, seconded by Charmian Klem and motion carried.
  Charmian Klem made a motion to approve all contracts, seconded by Mary Ann Cummings and motion carried.

ADJOURN

There being no further discussions or business to come before the Full Board, Chair Tara Damin called for a motion to adjourn. Motion for adjournment was made by Melanie Barrett, seconded by Don Wertman and motion carried. The meeting adjourned at 8:00 pm.

Respectfully submitted,

Mary Ann Cummings

Mary Ann Cummings, Secretary

MAC/lh