

**Minutes of the April 27, 2021
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. Board members present were Tara Damin, Paul Lorey, Mary Ann Cummings, and Beverly Schulthise; electronic were Tom Hauser, Jon Craig, Don Winkler, and Stephen Bartels; and absent were Bill Breeding, Melanie Barrett, and John Noblitt. A quorum was met of eight members. Lisa Gehlhausen, Nathan Held and Cheri Taylor of the Commission were also present.

PLEDGE/APPROVAL OF MINUTES AND AGENDA

Chair Tara Damin presented the minutes from the Executive Board meeting held February 23, 2021. Paul Lorey made a motion to approve the minutes and Beverly Schulthise seconded the motion. Motion carried.

AGENDA: ADDITIONAL BUSINESS

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

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of April 19th receipts were \$3,000.00 and disbursements were \$14,889.43. Since the report was printed, additional receipts were \$2,000.00 and disbursements were \$22,783.14. The actual total cash balance is \$834,441.31. The total aging schedule was \$17,143.56. There are two 12-month CDs totaling \$250,000.00 and an 18-month CD totaling \$100,000.00 for a total investment of \$600,000.00. The restricted savings has a balance of \$4,497.57. Paul Lorey made a motion to approve the Treasurer's Report, Mary Ann Cummings seconded and motion carried.

Paul Lorey asked if \$50,000 could be put into a CD. Tara asked that a motion be made to discuss moving money into a CD. Paul Lorey made a motion to further discuss moving surplus money into a CD at the Full Board meeting, seconded by Mary Ann Cummings, 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:

- Please refer to the Project Status Report in your Board Packets for details on staff activities.
- OCRA CDBG proposals are due for the Town of Dale and the City of Cannelton this week.
- Progress reports and federal financial reports are due at the end of April for the period ending March. Those have been submitted.
- The CEDS is due at the end of April. There will be more discussion later tonight at the Full Board meeting.
- There is a lot going on with the unprecedented money both from the CARES Act and the American Rescue Plan. The Commission has been calling our communities to let them know about the CARES Act and the American Rescue Plan available funds and what the requirements are. We are making sure they are knowledgeable about what their roles are and what they could potentially receive.

OLD BUSINESS

- 2021 CEDS Annual Report discussion. The annual CEDS is due by the end of April. We have had the draft on our website for over 30 days for comments, sent it to all of the economic development officials and board members. We have received feedback from about half a dozen people and some communities updated their project status list. Additional meetings were conducted with communities who requested. The five-year CEDS is due in April 2021, so next year we will have an annual CEDS as well. Later, we will be looking for approval of the 2021 CEDS Annual Update. Everyone's feedback is appreciated. It is very important to list your projects. It helps our staff to know about needed projects so that when money like the American Rescue Plan and the CARES is available, these lists can be reviewed for potential funding. Also, projects must be in the CEDS to be eligible for EDA funding, and you receive bonus points from OCRA. It helps the communities plan out what they would like to achieve as well.

NEW BUSINESS

- 2020 Fiscal Year-End Budget discussion. Cheri has closed out the year 2020. In the budget, there was a projected profit of \$27.24. The actual profit for 2020 totaled \$8,222.59 to the good, so we did better than expected. The Board received a copy of the budget with their Board meeting packet. The floor was opened for questions or comments. A resolution will be presented later in the agenda.
- Building lighting upgrade. Weyer Electric replaces our bulbs when needed. They have been coming to the office more frequently. We received a quote of \$4,663 to replace all fluorescent fixtures with LED. We have \$1,700 in the 2021 budget for the building improvement. The total cost of \$4,663 could be broken down into phases since the budget doesn't cover expense. The offices and hallways are over \$3,000 just for that option. Discussion was made in favor of upgrading all light fixtures and adjusting the mid-year budget in July to account the additional cost. Paul Lorey made a motion to recommend upgrading the lighting to LED's, seconded by Jon Craig and motion carried.

Resolutions for Approval

- Approval to dispose of office equipment (Resolution 2021-12). Mary Ann Cummings made a motion to approve Resolution 2021-12, seconded by Beverly Schulthise, and motion carried.
- Recommend closing fiscal year 2020 surplus to fund balance (Resolution 2021-13). Paul Lorey made a motion to recommend Resolution 2021-13, seconded by Don Winkler, and motion carried.

Contracts for Approval

- Pike County USDA-RBDG; sum of \$3,000.
 - Tell City Comprehensive Plan; sum of \$5,000.
 - Spencer County USDA-RBDG; sum of \$2,000. Chair Tara Damin is on the LEDC Board, so Paul Lorey will sign the USDA-RBDG contract.
- Paul Lorey made a motion to lump all three contracts together, seconded by Steve Bartels and motion carried. Mary Ann Cummings made a motion to approve all three contracts, seconded by Steve Bartels and motion carried.

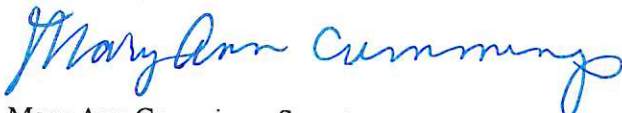
Other

- Discussion on the American Rescue Plan. Luke Thomas and Leah Hawkins are employed with Indiana 15 through the CARES Act funds and oversee the Resiliency Plan on behalf of the Commission. They put together the American Rescue Plan data, what each county, city, and town were going to be allocated. The municipalities are going to get their monies straight from the U.S. Treasury. The Rescue Plan shows what was received under the CARES Act as of March 25 and what has been spent. A lot of our communities have spent most of it and some have funds left. The Indiana Office of Community and Rural Affairs (OCRA) is asking for information on a new form. They don't want communities to duplicate benefits. They want to make sure what is being spent with the American Rescue Plan money isn't what is also being spent on a potential OCRA grant. Communities need to make sure the money stays in a dedicated fund.

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 Mary Ann Cummings and motion carried. The meeting adjourned at 6:37 pm. The Executive Board will meet next on Tuesday, May 25, 2021.

Respectfully submitted,



Mary Ann Cummings, Secretary