

**Minutes of the April 27, 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. Board members present were Mike Haverstock, Paul Lorey, Mary Ann Cummings, Beverly Schulthise, Tara Damin, and Heather Gries; electronic were Bill Byrd, Nick Hostetter, Charmian Klem, Paul Lake, John Harrison, Stephen Bartels, Tom Hauser, Joe Hermann, David Etienne, Brenda Pohl, Larry Kleeman, Jon Craig, Todd Meadors, Debra Lamb, Todd Ruxer, Don Winkler, and Michael Johannes; and absent were Morton Dale, Bill Breeding, Tarra Carothers, Lucy Veltman, Melanie Barrett, Marshall Noble, Carl Anderson, Jack Hinkle, John Noblitt, Danny Hickman, Bernard Linne, Mark Flint, Ryan Coleman, Jody Hoover, Ron Beadles, Mason Seay, Don Wertman, and Angie Fischer. A quorum was met of 23 members. Lisa Gehlhausen, Nathan Held, Cheri Taylor, Leah Hawkins and Luke Thomas of the Commission and Cynthia Bowen of Rundell Ernstberger & Associates were also present.

**APPROVAL OF MINUTES AND AGENDA**

Chair Tara Damin presented the minutes from the Full Board meeting held January 26, 2021. Tara Damin's title was corrected in the Call to Order and the year for the election of officers was corrected. Mike Haverstock made a motion to approve the minutes with these two corrections, seconded by Brenda Pohl and motion carried.

**AGENDA: ADDITIONAL BUSINESS**

Chair Tara Damin asked for any additions to the agenda. Lisa Gehlhausen asked to add guests Cynthia Bowen of REA, and Leah Hawkins and Luke Thomas of the Commission. Ms. Gehlhausen also asked discussion of moving Commission funds to a CD and Bob Olberding's resignation be added as well. 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 gave the Treasurer's Report. As of April 19<sup>th</sup>, 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. The restricted savings has a balance of \$4,497.57. Mary Ann Cummings made a motion to approve the Treasurer's Report, Don Winkler seconded the motion and motion carried.

There was discussion on moving \$50,000 of Commission funds to a CD. Paul Lorey made a motion to approve moving funds to a CD, seconded by Don Winkler and motion carried.

**DIRECTOR'S REPORT**

Chair Tara Damin turned the meeting over to Lisa Gehlhausen. The Director's Report was given 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.
- EDA Progress reports and federal financial reports are due at the end of April for the period ending March. Those have been submitted.
- The Annual CEDS is due at the end of April. There will be more discussion later in the agenda.
- 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.

**RESILIENCY PLAN UPDATE**

Cynthia Bowen with Rundell Ernstberger & Associates gave an overview of the Resiliency Plan project process, updated the Board on where we are and an expected timeline. She also asked for input from the Board on what they would like the outcome of the Resiliency Plan to entail and any issues they would like to see addressed.



**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. Mary Ann Cummings made a motion to approve upgrading the lighting to LED's, seconded by Joe Hermann and motion carried.

**Resolutions for Approval:**

- Approval of the 2021 Annual CEDS Report (Resolution 2021-11). Larry Kleeman made a motion to approve Resolution 2021-11, seconded by David Etienne, and motion carried.
- Authorization to close fiscal year 2020 surplus to fund balance (Resolution 2021-13). A roll call vote resulted in 22 yays and zero nays.

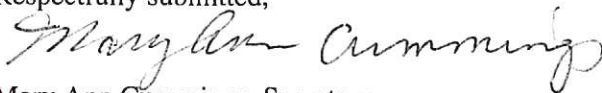
**Other:**

- Appropriation budget for 2022 per capita fees. Paul Lorey made a motion to approve the budget for the per capita fees for 2022, seconded by Mike Haverstock and motion carried.
- 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 discussions or business to come before the Full 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 7:50 pm.

Respectfully submitted,



Mary Ann Cummings, Secretary