

**Minutes of the January 24, 2023  
Full Board Meeting of the  
Indiana 15 Regional Planning Commission**

**CALL TO ORDER**

Chair Paul Lorey welcomed the Full Board members and called the meeting to order at 7:00 pm. Members of the Board were asked to introduce themselves.

**ROLL CALL**

Chair Paul Lorey performed roll call; twenty-seven members were present. Nathan Held, Cheri Taylor, Jenny Matheis, and Leah Hawkins of the Commission were also in attendance.

**APPROVAL OF MINUTES**

Chair Paul Lorey presented the minutes from the Full Board meeting held October 25, 2022. Kerry Blessinger made a motion to approve the minutes, seconded by Bernard Linne and motion carried.

**AGENDA: ADDITIONAL BUSINESS**

Chair Paul Lorey asked for any additions to the agenda. Nathan Held asked the Universal Design Study be added to the agenda. Jon Craig made a motion to approve the addition to the agenda, seconded by Mike Haverstock and motion carried.

**TREASURER'S REPORT**

Treasurer Beverly Schulthise stated that the beginning balance of the year was \$747,574.32. As of January 13<sup>th</sup> receipts were \$17,107.29 and disbursements were \$33,755.68. Since the report, receipts were \$20,400.00 and disbursements were \$3,239.17. The actual total cash balance is \$748,086.76. The aging schedule total is \$105,845.60. There is one 12-month CD totaling \$250,000.00 and \$400,000.00 investment in TrustINDiana. The restricted savings has a balance of \$6,499.87. Bill Byrd made a motion to approve the Treasurer's Report pending audit, seconded by Zach Brown and motion carried.

**DIRECTOR'S REPORT**

Chair Paul Lorey turned the meeting over to Nathan Held for the Director's Report as follows:

- Nathan Held thanked all Board Members for attending the meeting and agreeing to serve on the Board of Directors. He then introduced Leah Hawkins and Jenny Matheis, staff of Indiana 15.
- Nathan stated transitioning over to Executive Director is going well. Nathan is attending meetings with County Council's, Commissioner's, Cities and Town's to introduce himself and discuss projects.
- This year is the 50<sup>th</sup> Anniversary of the Commission. A tentative date of October 24 has been set for the dinner meeting and celebration.
- The Commission now has a Facebook page to serve as a centralized platform for providing information on funding sources.
- CEDS project sheets were provided for members to review. The Commission would like all project listings to be returned to the office by February 1<sup>st</sup>. Projects must be listed in the CEDS to apply for EDA funding, to receive bonus points from the Office of Community and Rural Affairs (OCRA) and for the opportunity to obtain additional funding from USDA. The CEDS is due to EDA at the end of April.
- Project Status Reports were distributed for members to review. These reports are a listing of work in progress by Commission staff.

**OLD BUSINESS**

None presented.

**NEW BUSINESS**

- Election of Officers for 2023 –
  - Jon Craig made a motion to elect the **Paul Lorey as Chair** of the Commission, seconded by Kerry Blessinger and motion carried.
  - Beverly Schulthise made a motion to elect **Jon Craig as Vice-Chair** of the Commission, seconded by Bernard Linne and motion carried.
  - Zach Brown made a motion to elect **Beverly Schulthise as Treasurer** of the Commission, seconded by James Clark and motion carried.
  - James Flynn made a motion to elect **Balaji Kashyab as Secretary** of the Commission, seconded by Mike Haverstock and motion carried.

## Full Board Meeting

January 24, 2023

Page 2

- Election of County Appointments to the Executive Board – The Board gathered with their fellow county representatives to select 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 Byrd** as their representative.
  - **Dubois County** appointed **Melanie Barrett** as their representative.
  - **Orange County** appointed **Zach Brown** as their representative.
  - **Perry County** appointed **Randy Cole** as their representative.
  - **Pike County** appointed **Joni Stafford** as their representative.
  - **Spencer County** appointed **Tom Brown** as their representative.
  - **Governor's Appointee** is **Stephen Bartels**.

Chair Paul Lorey asked for a motion to approve County Appointments to the Executive Board. Mike Haverstock made a motion to approve the County Appointments to the Executive Board, seconded by James Clark and motion carried.
- Board meeting dates were set for the 4<sup>th</sup> Tuesday of each month at 6:00. The Full Board meeting dates were set for the 4<sup>th</sup> Tuesday of January, April, August and October at 7:00. Tom Brown made a motion to approve the dates of the Executive and Full Board meetings, seconded by Bernard Linne and motion carried.
- Restricted Vehicle Savings Account transfer – Bill Byrd made a motion to transfer \$2,000 from checking into the restricted savings account for the future purchase of a vehicle, seconded by Larry Ingle and motion carried.
- Crawford County Revolving Loan Fund (CCRLF) Board – Nathan Held is a member of the CCRLF Board as Executive Director of Indiana 15 Regional Planning Commission. Larry Ingle made a motion to appoint Bill Byrd and Mike Haverstock to the CCRLF Board, seconded by Bill Breeding and motion carried.
- 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. James Flynn made a motion to appoint the Full Board as CEDS Committee members seconded by Bernard Linne and motion carried.
- Approval to pay 2023 dues for the National Association of Development Organizations \$3,000, Indiana Association of Regional Councils \$2,000, and Indiana Geographic Information Council \$125. Randy Cole made a motion to approve paying the 2023 dues, seconded by Danny Hickman and motion carried.
- Approval to attend Conferences – NADO Conference in Cleveland in November 2023, IARC Summit in Indianapolis in fall 2023, and IGIC Conference in Evansville in May 2023. Bernard Linne made a motion to approve attendance to these conferences, if they occur, for appropriate staff, seconded by James Clark and motion carried.
- Per Capita Dues increase for 2024 to \$0.65 discussion – Bill Byrd made a motion to approve the discussion of Per Capita Dues increase for 2024 with counties, seconded by Mike Haverstock and motion carried.
- Approval to advertise the Project Assistant position – Zach Brown made a motion to approve advertising the Project Assistant position, seconded by Melanie Barrett and motion carried.
- Cyber Insurance and Employee Errors and Omissions – Jon Craig made a motion for the Executive Board to determine the best course of action on Cyber Insurance and Employee Errors and Omissions insurance, seconded by Meredith Voegerl and motion carried.
- Universal Design Study – It has been determined that our building is in need of repairs. The west wall has a moisture issue that is causing mold and the garage door at the back of the building serves no use and is leaking. The Commission contacted Universal Design to tour the building and develop an overall building study. Universal quoted the sum of \$3,800 for the study. Bernard Linne made a motion to approve the Universal Design Study, seconded by Melanie Barrett and motion carried.



## Full Board Meeting

January 24, 2023

Page 3

### Resolutions for Approval:

- Authorization for German American Bank as the depository for funds and authorizing agents to exercise the powers granted (Checking Account) (Resolution 2023-01).  
Kerry Blessinger made a motion to approve Resolution 2023-01, seconded by Beverly Schulthise and motion carried.
- Authorization for German American Bank as the depository for funds and authorizing agents to exercise the powers granted (Restricted Savings Account) (Resolution 2023-02).  
Beverly Schulthise made a motion to approve Resolution 2023-02, seconded by Mike Haverstock and motion carried.
- Annual authorization of investments (Resolution 2023-03).  
Melanie Barrett made a motion to approve Resolution 2023-03, seconded by Kerry Blessinger and motion carried.
- Establishing newspapers for advertisements of public notices for calendar year 2023 (Resolution 2023-04).  
Bill Byrd made a motion to approve Resolution 2023-04, seconded by James Flynn and motion carried.
- Establishing an Automatic Clearing House Policy (Resolution 2023-05).  
Jon Craig made a motion to approve Resolution 2023-05, seconded by Kerry Blessinger and motion carried.
- Approving the disposal of office equipment (Resolution 2023-06).  
Bernard Linne made a motion to approve Resolution 2023-06, seconded by Balaji Kashyab and motion carried.

### Contract for Approval:

- Perry County Zone Map; sum of \$4,600.  
Bernard Linne made a motion to approve the Perry County Zone Map contract, seconded by Danny Hickman and motion carried.
- Marengo Environmental Review; sum of \$8,000.  
Larry Ingle made a motion to approve the Marengo Environmental Review contract, seconded by Mike Haverstock and motion carried.

### Other:

- Treasurers Bond  
Randy Cole made a motion to approve the Treasurers Bond, seconded by James Flynn and motion carried.

### ADJOURN

There being no further discussions or business to come before the Full Board, Chair Paul Lorey called for a motion to adjourn. Motion for adjournment was made by Bill Byrd, seconded by Kerry Blessinger and motion carried. The meeting adjourned at 8:05 pm.

Respectfully submitted,



Balaji Kashyab, Secretary

BK/lh

