

**Minutes of the October 5, 2023
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Paul Lorey called the meeting to order at 6:00 pm.

ROLL CALL

Secretary Balaji Kashyab performed roll call. Paul Lorey, Jon Craig, Balaji Kashyab, Beverly Schulthise, Bill Byrd, Melanie Barrett, Zach Brown, Randy Cole and Tom Brown were present. Nathan Held and Cheri Taylor of the Commission and Eric Whittaker from the newspaper were also in attendance.

AGENDA: ADDITIONAL BUSINESS

Chair Paul Lorey called for additional agenda items. Mr. Held asked the Holland Environmental Review contract be added to the agenda.

APPROVAL OF MINUTES AND AGENDA

Chair Paul Lorey presented the minutes from the Executive Board meeting held August 22, 2023. Zach Brown made a motion to approve the minutes, seconded by Balaji Kashyab and motion carried.

TREASURER'S REPORT

The Board was in receipt of the following Treasurer's Report. As of September 20th receipts were \$11,850.00 and disbursements were \$41,433.36. The actual total cash balance is \$714,100.02. The total aging schedule was \$27,407.36. There is one 12-month CD totaling \$250,000.00 and \$409,500.00 investment in TrustINDiana. The restricted savings has a balance of \$8,503.69. Bill Byrd made a motion to approve the Treasurer's Report pending audit, seconded by Balaji Kashyab and motion carried.

DIRECTOR'S REPORT

Chair Paul Lorey called for the Director's Report from Executive Director Nathan Held. Mr. Held reported on projects as follows:

- Five project applications were submitted to Office of Community and Rural Affairs (OCRA). Paoli Water received funding totaling \$700,000. Application for Orleans Water, Chrisney Wastewater, Huntingburg Senior Center and Tell City Clearance were not funded. The program is very competitive. Follow up site visits were conducted by OCRA for the projects not funded. Orleans Water will not be resubmitting their application. Chrisney Wastewater is receiving funds through the State Revolving Fund (SRF) for a large amount. They will also not be resubmitting their application. The Commission will be conducting Labor Standards for this project instead. Huntingburg Senior Center will not be resubmitting their application. The project will be considered an active need until advised otherwise. Tell City Clearance will be resubmitting their application. There were no clearance projects funded this round of applications. Tell City Clearance will be the only application submitted for the next round due December 22, 2023. A short discussion about the SRF and potential projects followed.
- Rockport Downtown Revitalization Plan application was awarded \$31,000 OCRA funds.
- Jessica Condra was in Indianapolis September 26-29 for CDBG grant administrator certification training. She is working through the final test and is expected to be certified through OCRA by the end of October or mid-November.
- Nathan Held will be attending the Indiana Association of Regional Councils (IARC) conference November 1 - 2 at Fair Oaks Farms and the National Association of Development Organizations (NADO) conference November 7 - 9 in Cleveland.
- The 50th Anniversary Dinner is on October 24th. Clint Lamb, Mayor of Sullivan, will be the speaker for the evening.

OLD BUSINESS

- Building Committee Update – Universal Design put together the Bid Specs that divided the building improvements into two parts – general improvements and HVAC improvements. Three bids came in for HVAC improvements. The lowest bid was RG Mechanical at \$22,750 and they had all appropriate paperwork complete. Chair Paul Lorey asked for a motion to approve the bid from RG Mechanical. Beverly Schulthise made a motion to approve the bid, seconded by Melanic Barrett and motion carried. For the general improvements, this was divided into a base bid (the exterior improvements as discussed by the Building Committee) and an alternate bid for the attic clean out suggested during Universal Design’s assessment. The Building Committee asked Mr. Held to seek a local contractor to do the attic clean out but none of those interested were insured. The alternate bid will effect who is determined as the lowest bid. Scufert Construction base bid came in at \$67,700 and an alternate bid of \$7,715 making the total bid \$75,415. Jasper Lumber base bid came in at \$69,250 and an alternate bid of \$3,200 making the total bid \$72,450. With the bids combined Jasper Lumber is the lower bid but if the alternate bid for attic clean out is excluded Scufert Construction is the lower bid. Tom Brown made a motion to accept Scufert Construction as the lowest bid excluding the bid for attic clean out. Motion died for lack of a second. Balaji Kashyab made a motion to accept Jasper Lumber as the lowest bid including the bid for attic clean out, seconded by Zach Brown and motion carried. With bids approved Brett Schipp with Universal Design will send out award letters to the awarded contractors requesting the required documentation. He will also develop the contracts for signature and send the Notice to Proceed.

NEW BUSINESS

None presented

Resolutions for Approval

None presented

Resolutions to Recommend to the Full Board

None presented

Contracts for Approval

- Petersburg Codification; sum of \$2,200
- Jasper Water Improvements; sum of \$55,000
- Chrisney Codification; sum of \$1,800
- Holland Environmental Review; sum of \$8,000

Zach Brown made a motion to lump all contracts together, seconded by Beverly Schulthise and motion carried. Zach Brown made a motion to approve all contracts, seconded by Tom Brown and motion carried.

Other

None presented

ADJOURN

There being no further discussion or business to come before the Executive Board, Chair Paul Lorey called for a motion to adjourn. Motion for adjournment was made by Bill Byrd, seconded by Beverly Schulthise and motion carried. The meeting adjourned at 6:34 pm. The Executive Board will meet next on Tuesday, October 24, 2023.

Respectfully submitted,



Balaji Kashyab, Secretary
BK/lh