

**Minutes of the August 22, 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.

ROLL CALL

Secretary Balaji Kashyab performed roll call. Bill Breeding, Braden Mitchell, Mike Haverstock, Bill Byrd, Meredith Voegerl, Paul Lorey, Jerry Allstott, Beverly Schulthise, Zach Brown, Michelle Sanders, JR Harrision, Balaji Kashyab, James Flynn, Joe Hermann, Janice Hackbarth, Joni Stafford, David Gogel, Mason Seay, Don Werman, Angie Fischer and Michael Johannes were present. Nathan Held and Cheri Taylor of the Commission were also in attendance.

AGENDA: ADDITIONAL BUSINESS

Chair Paul Lorey asked for any additions to the agenda. None were presented.

APPROVAL OF MINUTES AND AGENDA

Chair Paul Lorey presented the minutes from the Full Board meeting held April 25, 2023. James Flynn made a motion to approve the minutes, seconded by Don Wertman and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of August 14th receipts were \$24,369.82 and disbursements were \$16,637.17. Since the report was printed, additional receipts were \$26,804.25. The actual total cash balance is \$769,585.08. 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 Don Wertman and motion carried.

DIRECTOR'S REPORT

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

- The Commission was awarded a \$500,000 EPA Brownfields Grant to fund Phase I and Phase II assessments of Brownfields sites. Crawford, Orange, Dubois and Pike are the coalition members. Indiana 15 is the project lead allowing the whole region to benefit from the grant including Spencer and Perry counties. Procurement to find a consultant will begin soon. These funds will go towards securing a consultant to conduct assessments. At the Executive meeting a Brownfields Committee was established comprising of a member from each county. The committee is responsible for selecting a consultant and determining which sites will be selected for assessments. Nathan Held attended the National Brownfields Conference in Detroit two weeks ago and secured contact information from many consultants.
- The Perry County Port Authority was awarded a \$11.5 million RAISE grant through the US Department of Transportation - Federal Railroad Administration. It is the largest grant the Commission has ever written. This has been a long-term project. There is a \$500,000 match from INDOT but no local match is required. This grant will complete the whole Hoosier Southern Rail project. The last phase includes replacing 14 miles of rail that is 120 years old. Hoosier Southern Rail is removing the 70-pound rail and replacing it with 115-pound rail to meet industry standards.
- There are five Community Development Block Grant applications pending through OCRA. Announcements will be made by the end of next week.
- Nathan submitted an application for a Downtown Revitalization Planning Grant on behalf of the City of Rockport on August 18th. Announcements will be made in mid-September.
- Per previous discussion with the Executive Board, Lisa Gehlhausen's projects have been distributed amongst staff members in preparation for her retirement.
- Nathan is working on an application for Grace House in Crawford County. It is housing for those recovering from drug addiction. This is a new program through OCRA. Applications are due in October.
- Cheri Taylor continues to administer the Crawford County Revolving Loan Fund. It has been very active in the last several months. She continues to work on the Petersburg Park Plan with assistance from Lindsey Hoffman. Cheri also continues to work on budgets for the Commission.

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- Jenny Matheis has taken over the Dubois County Hoosier Enduring Legacy Program – HELP. This is owner-occupied rehab and childcare projects with Tri-cap. She is also administering READI projects and other applications previously funded. She is developing a list of those interested in the COPS program and Assistance to Fire Fighters Grant.
- Leah Hawkins is administering READI projects. She is taking over the PIDP Tell City/Perry County Port Authority Pier Project and Huntingburg EDA Wastewater project.
- Jessica Condra, our newest employee, is going through OCRA certification training. She has written and submitted her first application to the Department of Labor for a project in Pike County. She will be taking over the Santa Claus EDA Water project as well as the administration of the RAISE project previously mentioned.
- Lindsey Hoffman is working through traffic counts. We are still waiting approval of the final agreement for next year's INDOT grant. Those counts will be in Dubois County. She is also working through updates to codebooks.
- Lisa Gehlhausen is continuing on a few projects that will be completed or close to completion prior to her retirement.
- The next board meeting will be the day of our 50th Anniversary Dinner on October 24th. The meeting will be brief before the dinner begins.

OLD BUSINESS

- Building Committee Update – Brett Schipp with Universal Design came to the office last week. All plans are complete for building renovations. He hoped to send out requests for quotes this week but a couple verifications need to be made before this can happen. Once requests are sent contractors will be coming by to assess the work to be completed. Brett hopes to have figures by the September meeting for recommendation on which contractor(s) to utilize.

NEW BUSINESS

- Report on Executive Session. A review of Nathan took place and salary updates were discussed for next year. The Board is pleased with Nathan's leadership thus far. Discussion was also made on hiring an additional employee upon Lisa's retirement.
- 2023 Mid-Year Budget discussion. The profit/loss balance is very close. It is our best guess on what the end of the year will look like. There are many projects that should have been near completion but have been delayed causing the totals to be so close.
- 2024 Proposed Budget discussion. The profit/loss balance is not a concern for next year. Projects in limbo could potentially be added to the budget.

Resolutions for Approval:

- 2023 Mid-Year Budget; (Resolution 2023-19)
Beverly Schulthise made a motion to approve Resolution 2023-19, seconded by Michael Johannes. A roll call vote was conducted approving Resolution 2023-19.
- 2024 Proposed Budget; (Resolution 2023-20)
Zach Brown made a motion to approve Resolution 2023-20, seconded by James Flynn. A roll call vote was conducted approving Resolution 2023-20.
- 2024 Salary Adjustment; (Resolution 2023-21)
Mike Haverstock made a motion to approve Resolution 2023-21, seconded by Don Wertman and motion carried.
- 2024 Schedule of Fees; (Resolution 2023-22)
Mason Scay made a motion to approve Resolution 2023-22, seconded by James Flynn and motion carried.

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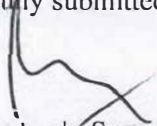
Other:

None presented

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 Mike Haverstock, seconded by Michael Johannes and motion carried. The meeting adjourned at 7:37 pm.

Respectfully submitted,



Balaji Kashyab, Secretary
BK/lh