

**Minutes of the January 23, 2024
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. The Board recited the Pledge of Allegiance.

Executive Director Nathan Held invited staff of the Commission to introduce themselves; Jenny Matheis – Project Development, Jessica Condra – Project Assistant, Leah Hawkins – Resiliency Coordinator, Lindsey Hoffman – Administrative Assistant, Lisa Gehlhausen – Consulting Director, and Cheri Taylor – Financial Administrator.

ROLL CALL

Secretary Balaji Kashyab performed roll call; Braden Mitchell, Bill Byrd, Meredith Voegerl, Kerry Blessinger, Paul Lorey, Jerry Allstott, Beverly Schulthise, Melanie Barrett, Tony Kendall, Randy Clark, Theron Owen, Balaji Kashyab, James Flynn, Joe Hermann, Janice Hackbarth, Jon Craig, Kullen Cook, Joni Stafford, Tom Brown, Cathy Kirkpatrick, Mason Seay, and Don Wertman were present. Nathan Held, Cheri Taylor, and Lisa Gehlhausen of the Commission were also in attendance.

AGENDA: ADDITIONAL BUSINESS

Chair Paul Lorey asked for any additions to the agenda. Mr. Held asked the Ferdinand Code contract and Errors and Omissions insurance renewal be added to the agenda.

APPROVAL OF MINUTES AND AGENDA

Chair Paul Lorey presented the minutes from the Full Board meeting held October 24, 2023. Don Wertman made a motion to approve the minutes, seconded by Randy Clark and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of January 17th receipts were \$22,318.00 and disbursements were \$31,875.28. The actual total cash balance is \$728,710.47. The aging schedule total is \$8,622.69. There is one 9-month CD totaling \$250,000.00 and \$407,565.63 investment in TrustIndiana. The restricted savings has a balance of \$8,506.69. Bill Byrd made a motion to approve the Treasurer's Report pending audit, seconded by Randy Clark 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 stated how important the Board is to the Commission and to their communities. If members hear of any funding opportunities they would like to pursue or would like more information on please reach out.
- Mr. Held stated the CEDS project sheets were sent for review. The Commission would like all project listings to be returned to the office by February.
- Project Status Reports were distributed for members to review. These reports are a listing of work in progress by Commission staff. Mr. Held highlighted a few projects.
 - The Crawford County Safe Room project was awarded through FEMA on January 5th. This \$6 million project is to construct a tornado safe room in the Crawford County High School.
 - Nathan is starting his second year as Executive Director. The transition has been smooth and all accounts have been switched over.
 - The building improvements are underway.
 - Make My Move – Dubois, Orange, and Perry Counties participate in this program that pay families/individuals to move to an area. Make My Move is interested in regional participation. They would attend an Executive Board meeting if there is enough interest. Jon Craig made a motion to ask the Executive Board to research any interest and return for discussion, seconded by Joni Stafford and motion carried.
 - The EPA Brownfields assessment grant is for Phase I and Phase II assessments on sites with potentially hazardous substances. If any community would like to submit a site reach out to Nathan Held.

OLD BUSINESS

None presented.

Full Board Meeting

January 23, 2024

Page 2

NEW BUSINESS

- Election of Officers for 2024 –
 - Joni Stafford made a motion to elect the **Jon Craig as Chair** of the Commission, seconded by Kerry Blessinger and motion carried.
 - Randy Clark made a motion to table the election of **Vice-Chair** of the Commission, seconded by Theron Owen and motion carried.
 - Bill Byrd made a motion to elect **Beverly Schulthise as Treasurer** of the Commission, seconded by Kerry Blessinger and motion carried.
 - Melanie Barrett made a motion to elect **Balaji Kashyab as Secretary** of the Commission, seconded by James Flynn and motion carried.
- 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 **Kullen Cook** as their representative.
 - **Spencer County** appointed **Tom Brown** as their representative.
 - **Governor's Appointee** is **Stephen Bartels**.Kerry Blessinger made a motion to approve the County Appointments to the Executive Board, seconded by Don Wertman and motion carried.

The meeting was then turned over to new Chair Jon Craig.

- The Executive Board meeting dates were set for the 4th Tuesday of each month at 6:00 p.m. The Full Board meeting dates were set for the 4th Tuesday of January, April, August and October at 7:00 p.m. Paul Lorey made a motion to approve the dates of the Executive and Full Board meetings, seconded by Melanie Barrett and motion carried.
- Restricted Vehicle Savings Account transfer – Randy Clark made a motion to transfer \$2,000 from checking into the restricted savings account for the future purchase of a vehicle, seconded by Tom Brown 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. Melanie Barrett made a motion to appoint Bill Byrd and Mike Haverstock to the CCRLF Board, seconded by Paul Lorey and motion carried.
- Appoint CEDS Committee members – This committee will draft a 2024 Annual Report document that prioritizes projects and fulfills a requirement of the Economic Development Agency directing the District. Paul Lorey made a motion to appoint the Full Board as CEDS Committee members seconded by Kerry Blessinger and motion carried.
- Approval to pay 2024 dues for the National Association of Development Organizations \$3,000, Indiana Association of Regional Councils \$2,000 plus \$500 child care survey participation, and Indiana Geographic Information Council \$125. Tom Brown made a motion to approve paying the 2024 dues, seconded by James Flynn and motion carried.
- Approval to attend Conferences – IARC Summit in Indianapolis in fall 2024 and IGIC Conference in Michigan City in May 2024. Balaji Kashyab made a motion to approve attendance to these conferences, if they occur, for appropriate staff, seconded by Meredith Voegerl and motion carried.
- Approval to advertise up to two project staff positions – Kerry Blessinger made a motion to approve advertisement for up to two project staff positions, seconded by Don Wertman and motion carried.
- Employee Errors and Omissions insurance renewal – Bill Byrd made a motion to approve the Employee Errors and Omissions insurance renewal, seconded by James Flynn and motion carried.

Full Board Meeting

January 23, 2024

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 2024-01).
- Authorization for German American Bank as the depository for funds and authorizing agents to exercise the powers granted (Restricted Savings Account) (Resolution 2024-02).
Paul Lorey made a motion to approve Resolution 2024-01 and 2024-02, seconded by Melanie Barrett and motion carried.
- Annual authorization of investments (Resolution 2024-03).
Paul Lorey made a motion to approve Resolution 2024-03, seconded by Beverly Schulthise and motion carried.
- Authorizing revisions to the Personnel Manual-Personal Leave (Resolution 2024-04).
Melanie Barrett made a motion to approve Resolution 2024-04, seconded by Balaji Kashyab and motion carried.

Contract for Approval:

- Cash Waggner – EPA Brownfields consultant; sum of \$453,000
Paul Lorey made a motion to approve the EPA Brownfields consultant contract, seconded by Bill Byrd and motion carried.
- Ferdinand Code; sum of \$1,700
Paul Lorey made a motion to approve the Ferdinand Code contract, seconded by Joe Hermann and motion carried.


Other:

- Treasurers Bond
Paul Lorey made a motion to approve the Treasurers Bond, seconded by Kerry Blessinger and motion carried.
- Don Wertman asked if the Brownfields assessments can be used for clean-up on personal property. He was informed with proper permission that Brownfields assessments can be used to assess personal property but cannot be used for clean-up of the property.
- Paul Lorey discussed the importance of Quality of Place.

ADJOURN

There being no further discussions or business to come before the Full Board, Chair Jon Craig called for a motion to adjourn. Motion for adjournment was made by Tom Brown, seconded by Kerry Blessinger and motion carried. The meeting adjourned at 8:10 pm.

Respectfully submitted,


Balaji Kashyab, Secretary

BK/lh