

**Minutes of the April 23, 2024  
Executive Board Meeting of the  
Indiana 15 Regional Planning Commission**

**CALL TO ORDER**

Chair Jon Craig called the meeting to order at 6:00 pm.

**ROLL CALL**

Secretary Balaji Kashyab performed roll call; Jon Craig, Balaji Kashyab, Beverly Schulthise, Bill Byrd, Zach Brown, Kullen Cook and Tom Brown were present. Nathan Held and Cheri Taylor of the Commission, Angie Fischer, and Katie Wilborn of the Perry County News were also in attendance.

**APPROVAL OF MINUTES AND AGENDA AS PRESENTED**

Chair Jon Craig presented the minutes from the Executive Board meeting held March 26, 2024. Zach Brown made a motion to approve the minutes seconded by Balaji Kashyab and motion carried. Nathan Held asked for the Dubois County HELP contract to be removed from the agenda until next Board meeting.

**AGENDA: ADDITIONAL BUSINESS**

Chair Jon Craig called for additional agenda items. None were presented.

**TREASURER'S REPORT**

Treasurer Beverly Schulthise gave the Treasurer's Report. As of April 16<sup>th</sup> receipts were \$29,625.35 and disbursements were \$30,212.74. Since the report was printed, additional receipts were \$10,000.00 and disbursements were \$35,530.52. The actual total cash balance is \$613,268.72. The total aging schedule was \$57,810.37. There is one 9-month CD totaling \$250,000.00 and \$314,416.30 investment in TrustINdiana. The restricted savings has a balance of \$10,508.31. Bill Byrd made a motion to approve the Treasurer's Report, seconded by Kullen Cook and motion carried.

**DIRECTOR'S REPORT**

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

- SAM.gov registrations are very important to keep active for communities. Some communities have paid to have their registration updated. It is free to update a SAM registration if you go to the official SAM.gov site. There are many third-party companies who charge in assisting with the process. Do not pay for this service when it can be done on SAM.gov for free.
- Nathen Held will attend a Stand Up Rural America Summit in French Lick on July 30<sup>th</sup> – August 1<sup>st</sup>. Radius and Orange County Economic Development Partnership are hosts of the Summit.
- Nathan attended the Crawford County Economic Development annual dinner meeting on April 11<sup>th</sup>. Next week he will attend the Dubois Strong annual meeting.
- The Commission is looking to hire a Project Administrator. Resumes will be accepted until May 9<sup>th</sup>.
- Lisa's retirement party is next week. E-invites were sent out. Thank you to Midwestern Engineers, Commonwealth Engineers and Lochmueller Group for sponsoring the party.
- The Commission is seeing progress on projects funded but delayed for various reasons.
- EPA Brownfields Assessment sites are still being collected. If there is a site in your community, please let us know. There are many on the list for assessment but more are appreciated.
- The COPS hiring program through the Department of Justice to hire additional officers is open. Applications are due June 12<sup>th</sup>. The application is a multi-stage process. It is set up for police departments or local governments to submit an application on their own. However, the Commission is available to assist with the application. There are a couple communities we are currently assisting. The program covers the salary for a new officer, not an existing employee, the first three years of employment and then transitions to the police department covering the salary moving forward. There is a match involved but a waiver can be requested for communities who may need one.
- Board members were provided a project status report detailing current staff projects.

**OLD BUSINESS**

- Building improvements are mostly complete. The HVAC system has been completed.
- 2024 Annual CEDS update was discussed.

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**NEW BUSINESS**

- 2023 Fiscal Year-End Budget was discussed.

Resolutions for Approval

- None presented

Resolutions to Recommend to the Full Board

- Approval of the 2024 Annual CEDS update; (Resolution 2024-09)  
Tom Brown made a motion to recommend Resolution 2024-09 to the Full Board, seconded by Beverly Schulthise and motion carried.
- Authorization to close fiscal year 2023 deficit to fund balance; (Resolution 2024-10)  
Zach Brown made a motion to recommend Resolution 2024-10 to the Full Board, seconded by Bill Byrd and motion carried.

Contracts for Approval

- Chrisney SRF Labor Standards; sum of \$15,000  
Tom Brown made a motion to approve the Chrisney SRF Labor Standards contract, seconded by Beverly Schulthise and motion carried.

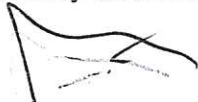
Other

- None presented

**ADJOURN**

There being no further discussion or business to come before the Executive Board, Chair Jon Craig called for a motion to adjourn. Motion for adjournment was made by Zach Brown, seconded by Tom Brown and motion carried. The meeting adjourned at 6:25 pm. The Executive Board will meet next on Tuesday, May 28, 2024.

Respectfully submitted,



Balaji Kashyab, Secretary  
BK/lh