

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

CALL TO ORDER

Chair Jon Craig called the meeting to order at 6:35 pm.

ROLL CALL

Secretary Balaji Kashyab performed roll call; Jon Craig, Zach Brown, Balaji Kashyab, Beverly Schulthise, Bill Byrd, Melanie Barrett, Theron Owen, Randy Cole, and Tom Brown were present. Nathan Held and Cheri Taylor of the Commission and Eric Whitaker of the press were also in attendance.

AGENDA: ADDITIONAL BUSINESS

Chair Jon Craig called for additional agenda items. Mr. Held requested potential investment be added to the agenda. Randy Cole made a motion to approve adding potential investment to the agenda, seconded by Tom Brown and motion carried.

APPROVAL OF MINUTES AND AGENDA AS PRESENTED

Chair Jon Craig presented the minutes from the Executive Board meeting held June 25, 2024. Zach Brown made a motion to approve the minutes seconded by Melanie Barrett and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of July 16th there receipts were \$36,220.07 and disbursements were \$20,451.20. Since the report was printed, additional receipts were \$5,182.36. The actual total cash balance is \$577,894.89. The total aging schedule was \$19,844.15. There is one 9-month CD totaling \$250,000.00 and \$312,470.76 investment in TrustINDiana. The restricted savings has a balance of \$10,510.14. Bill Byrd made a motion to approve the Treasurer's Report pending audit, seconded by Melanie Barrett and motion carried.

Cheri Taylor researched rates for the CD coming due July 29. Springs Valley Bank & Trust offers investment for 12 months at 4.9% and Spencer County Bank offers for 8 months at 4.65%. A short discussion followed. Tom Brown made a motion to approve investment in Springs Valley Bank & Trust, seconded by Melanie Barrett and motion carried. Zach Brown abstained.

DIRECTOR'S REPORT

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

- READI-1 funds continue to be administered for Indiana First. Nathan Held and Jenny Matheis are primarily working on this project. READI 2.0 is approaching. The Commission has submitted a proposed contract amendment to Indiana First to administer the READI 2.0 funds. Jessica Condra will assist with READI 2.0.
- Cheri Taylor is working on the Mid-Year Budget. It will be presented for approval at the August meeting. She is also working on the 2025 Budget draft for the August meeting and will seek approval in October.
- Jessica is administering all EDA projects. Nathan is staying in the loop on all projects so more than one staff knows details of the projects. EDA projects include Petersburg, Huntingburg, Santa Claus, Patoka Water, Jasper, and Perry County Port Authority. She is also working on Paoli Water through OCRA and the Crawford County Safe Room through FEMA. She also has potential projects that could move forward with an additional staff member.
- Jenny is administering Marengo Sewer and Dale Sewer through OCRA. Most of her focus is on the Dubois County HELP program which is two grants in one – Tri-Cap and Owner-Occupied Rehab. Jenny is tasked with developing the housing program. She is working with Tell City, they will be the pilot for the OCRA housing program. OCRA has opened the program to accept applications on a quarterly basis.
- Lindsey Hoffman continues to do traffic counts and other INDOT related items. She is updating the Town of Holland codebook. She is working on labor standards for Huntingburg Division-B Sewer and Chrisney Sewer. She will also be learning to complete environmental reviews.
- New projects are developing. There is interest in a park plan, a couple OCRA projects - Grandview has interest in an income survey for application next year and Huntingburg Library is looking to submit to OCRA for Round 2 this year. Jessica is working with communities for DNR Land and Water projects.
- Nathan completed staff evaluations yesterday. There are no concerns.
- Contractors continue Phase I assessments on selected Brownfield sites. Sites are still being accepted. Phase II assessments will follow.

OLD BUSINESS

- Wage review committee. The committee is formed and meetings scheduled. Members include Jon Craig, Paul Lorey, Zach Brown, Mayor Cathy Kirkpatrick, and Randy Cole.

NEW BUSINESS

- Report on Executive Session. Executive members discussed the Personnel items and performed the Executive Director evaluation. Nathan reported one staff member has resigned leaving a Project Administrator position vacant.
- Discussion on regional topics - left over from last meeting.

Resolutions for Approval

- Destroy equipment; Resolution 2024-12
Beverly Schulthise made a motion to approve Resolution 2024-12, seconded by Randy Cole and motion carried.
- Investment in Springs Valley Bank; Resolution 2024-13
Bill Byrd made a motion to approve Resolution 2024-13, seconded by Balaji Kashyab and motion carried. Zach Brown abstained.

Contracts for Approval

- Huntingburg SRF labor standards; sum of \$15,000
Beverly Schulthise made a motion to approve the Holland Code contract, seconded by Zach Brown 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 Bill Byrd, seconded by Balaji Kashyab and motion carried. The meeting adjourned at 7:00 pm. The Executive Board will meet next on Tuesday, August 27, 2024.

Respectfully submitted,



Balaji Kashyab, Secretary
BK/lh