

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, September 15, 2014**

BOARD MEMBERS PRESENT: Barrett, Clark, Cohen, Elzemeyer, Green, Guiley, Hackman, Meredith, Quigg, Warner
BOARD MEMBERS ABSENT: Upchurch, Witte
STAFF PRESENT: Shaffer, Doty, Geres
GUESTS PRESENT: Oler, Ron – Richmond Common Council
Ronald, Louise – Palladium-Item
Sowers, George – Attorney for EDC

CALL TO ORDER

Board Chair Cohen called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:00 p.m. on Monday, September 15th, 2014, in the EDC board room.

APPROVAL OF MINUTES

Cohen stated the minutes from the August 4th board meeting were on pages 2 - 4 of the board packet and allowed time for the board to review them. *Motion by Green, second by Hackman to approve the August 4th, 2014 minutes as presented. Motion carried.*

TREASURER'S REPORT

Elzemeyer reported the EDC was under budget \$9,567.76 for the month of August and under budget \$66,860.73 YTD. He reported on the items over budget MTD and YTD as listed in the board packet. He reported the account balances as of August 31: Operating - \$234,144.35, Discretionary - \$24,028.21, Grant Administration - \$6,471.61, and Escrow - \$5,020.32. He reported on the remaining encumbered funds: \$24,000 for the data center and \$1 left over from the Ady Voltedge contract. *Motion by Green, second by Quigg to approve the August 2014 financial statement as presented. Motion carried.*

EDC STAFF REPORT

Geres – Geres reported her full staff report could be found on page 10 of the board packet and reported on the roundtable discussion led by US Senator Coats co-hosted with the Wayne County Area Chamber of Commerce. She reported on completing RFI's, what is involved, and stated she was thankful to have community resources who help in the completion of these. She also reported on training with Katie Springer from the Indiana State Data Center on census data.

Doty – Doty reported on being in the last stages of developing the plastics webpage that the testimonials will take another few weeks to complete and she looks for this to be finished by the end of September. She reported working on a brochure for the Indiana Gateway Industrial Park similar to the one created for the Midwest Industrial Park that can be printed in-house, used in the fact book, as a stand-alone piece, or digitally with project submissions. Lastly, she reported on attending the final Certified Work Ready Community training. Future plans are to meet quarterly with the other counties involved as well as those looking to certify their communities. She reported one of the goals is to establish 77 business supporters, of which they have 6 currently. She passed out a form that needs completed by businesses to establish this support in hopes board members will consider the companies that they work for will join in the support and hopes that everyone will spread the word of this initiative.

Shaffer added another goal to become certified as a Work Ready Community is to test the emerging work force – i.e. high school students. They currently have 31 tested out of the 356 needed for the certification. Shaffer reported working with the school districts to meet this goal. Bill Doering of the Nettle Creek School District showed interest in becoming a pilot school for the testing. Currently they have 84 juniors and 84 seniors who could be tested. One hurdle of the testing is the cost of the test. Currently, WorkOne will fund anyone's test who is 18 years old and older, but for those younger, the cost of each test is \$22.75. Shaffer reported to the board that there is \$6,400 in the grant administration fund that is to be used for community projects. She feels like funding the cost of the test for the emerging workforce to gain certification is a good use of the funds. The board was in favor of this and encouraged moving forward.

Shaffer –Shaffer reported on receiving feedback from the site selector involved with the Boar’s Head project on why New Castle was chosen including: proximity to the Indianapolis Airport; proximity between their raw materials coming from south of Terre Haute, Indiana and the finished product going to Columbus, Ohio; preference of a rural, agricultural focused community representing its product line; ability to draw talent both from Indianapolis and Richmond; and New Castle’s water and wastewater rates are lower than that of Richmond’s. She stated this was not a decision between Richmond and New Castle, that Richmond was eliminated early on in the site selection process.

Shaffer reported there were 3 new attraction projects that initiated since the last board meeting – all requesting RFI’s that Geres completed. She reported on a new business retention and expansion project to hire 35 new truck drivers of which the company is in the process of requesting a training grant. She reported on BRE project 1401 – Johns Manville looking to use a TIF bond to invest \$18 million in new equipment. She reported on the International Manufacturing and Technology Show she attended in Chicago where she attended with LEDO’s from Energize-ECI. There they met with 5 companies looking to expand. She developed one solid lead and a relationship with a consultant from Germany at this show. While there, she participated in a networking dinner at the German-American Chamber of Commerce joint hosted by Energize-ECI among other groups. She also reported visiting with Ahaus Tool and Osborn International, both local industries, at the show. She reported on the IEDA site selector’s guild which she’ll be attending this week. The EDC bought a sponsorship which allows her into a special luncheon with the site selectors and also attended a dinner hosted by Energize-ECI. Lastly, she reported on Manufacturing Matters, asking everyone if they knew of anyone who is interested in the program to sign up.

COMMITTEE REPORTS

- A. Finance** – Elzemeyer reported the committee met on August 28th and reviewed the 2013 audit presented by Jennifer North of Rodefeld, Kassens, and North. The committee suggested a few revisions for clarification, reviewed the August GL, and discussed sending out an RFP for the audit of the 2014 financials – not because of any issues, but to review pricing.
- B. Executive** – Cohen reported the committee met on August 28th and discussed the Certified Work Ready Community certification project with Hagerstown schools and voted to fund the project, discussed the EDC being a conduit to the sale of Wayne County property to Sugar Creek Packing Company and approved the recommendation of the option and purchase agreement as presented, heard project updates from Shaffer, discussed the upcoming board vacancies, reviewed marketing material created with the assistance of board member Meredith, and discussed that the private funding discussion is still in progress.
- C. Industrial Park** – Warner reported the committee met on August 28th and reviewed the signage changes at the Indiana Gateway Industrial Park. Both Sugar Creek Packing Company and Taconic had logo changes. The staff chose to utilize the blank panels to display ‘for sale’ information with Valerie’s contact information. The committee also discussed the ranking of sites reviewed around Wayne County including sites in Richmond, Cambridge City, and south of Hagerstown. At the next meeting, rescheduled to October 23, the committee will talk about engaging the owners’ interest to sell and consider different funding opportunities.
- D. Marketing and Communications** – Guiley reported the committee met on Wednesday, August 27, 2014 and heard updates on branding standards which will ensure logos, fonts, and colors are used consistently, heard an update on the plastics campaign that Holland Colours, Perpetual Recycling Solutions, and Vandor Corporation will be used for testimonials, and discussed meeting quarterly rather than monthly.

OTHER BUSINESS

A. Sugar Creek Option and Purchase Agreement

Shaffer reported on being a conduit for the sale of a residential facility owned by Wayne County to Sugar Creek Packing Company. Sowers reviewed the terms of the option and purchase agreement with the board.

Upon motion by Green and second by Quigg, the Board voted to approve the following resolution:

Resolved that the Board approves the option agreement contained in the board packet for the September 15, 2014 board meeting and authorizes Valerie Shaffer, its President, to execute the agreement on behalf of the Corporation.

Upon motion by Elzemeyer and second by Green, the Board voted to approve the following resolution:

Resolved that the Board approves the purchase agreement contained in the board packet for the September 15, 2014 meeting and hereby authorizes its President, Valerie Shaffer, to execute the purchase agreement, or any other such agreement with Southern Ohio Holding Organization, LLC, on substantially the same terms, on behalf of the Corporation.

Upon motion by Green and second by Barrett, the Board passed the following resolution:

Resolved that upon receipt of the real estate purchase agreement executed by Southern Ohio Holding Organization, LLC in substantially the same form as that heretofore approved by the Board, that Valerie Shaffer, President of the Corporation, is authorized to provide Notice of the Corporation's Intent to Exercise its Option to the Board of County Commissioners.

B. Final Draft 2013 Audit

Elzemeyer presented the final draft of the 2013 audit completed by Jennifer North of Rodefeld, Kassens, and North. There were no issues or findings of fraud. *Motion by Hackman, second by Green to approve the 2013 audit as presented. Motion carried.*

C. 990 Return – Tax Year 2013

Elzemeyer presented the 990 return for tax year 2013 and stated he compared the numbers to the audit and everything matches. *Motion by Green, second by Guiley to approve the 990 return as presented. Motion carried.*

D. Educational Initiatives / New Staff Member

Shaffer reported on the need for a new staff member to serve as a liaison between the business and education community, that the EDC is a part of 2 new educational initiatives – Manufacturing Matters and the Certified Work Ready Community certification, and that this need was also a finding of the strategic planning process. Cohen furthered on the discussion by telling the board about the importance of education and developing the skills of the workforce and talking about the joint committee with the Wayne County Area Chamber of Commerce to establish a policy on education. Furthermore, he floated the idea of spending EDIT funds at the request of Dr. Bourff and the other school superintendents to assist in funding Communities-In-Schools. The board held a lengthy discussion on the topic, with a few of the directors stated their opposition towards supporting CIS in that magnitude and that by using EDIT to fund CIS would only be a short-term fix for the organization. The committee suggested CIS to look for a more long-term funding solution. This discussion will continue over the next several months.

ADJOURNMENT

Cohen adjourned the meeting at 5:34 p.m.

NEXT BOARD MEETING –Monday, October 13, 2014, at EDC of Wayne County, Richmond, Indiana at 4:00 p.m.