

**OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION**  
**Executive Committee Meeting**

***Minutes***

*August 22, 2013*  
*OVRDC Office, 73 Progress Drive*  
*Waverly, Ohio*

*Chairman: Bob Proud*  
*Vice-Chairman: Shane Wilkin*  
*Treasurer: Blaine Beekman*

**1. WELCOME AND CALL TO ORDER:**

Shane Wilkin, OVRDC Vice-Chairman and Highland County Commissioner called the meeting to order since Bob Proud, Chairman was out of town. Mr. Wilkin welcomed everyone to the meeting in the OVRDC Office Building on Progress Drive in Waverly, Ohio. Mr. Wilkin stated that a quorum was present and led the attendees in the Pledge of Allegiance to the American Flag.

**Executive Committee Members:**

	Attended	Proxy	
Brian Baldrige, Adams County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Russ Brewer, Adams County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Tony Applegate, Brown County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Harry Foxworthy, Brown County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bob Proud, Clermont County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Matthew Van Sant, Clermont County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jack DeWeese, Fayette County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jim Gusweiler, Fayette County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jay Cremeans, Gallipolis City Commission, Caucus Chair	<input type="checkbox"/>	<input type="checkbox"/>	_____
Lori Neal, Gallia County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Shane Wilkin, Highland County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Charles Stevens, Highland County Private Sector	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Lynn Stevens, Highland County</u>
Jerry Hall, Jackson County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Rick McNelly, Jackson County Private Sector	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Randy Heath, Jackson County</u>
Doug Cade, Lawrence County Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Rick Griffith, Lawrence County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Blaine Beekman, Pike County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Ted West, Pike County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Shirley Bandy, Pike County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doug Corcoran, Ross County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jack Everson, Mayor of Chillicothe	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tom White, Ross County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Mike Crabtree, Scioto County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
David Malone, Mayor of Portsmouth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Wayne Kempf, Scioto County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Eugene Collins, Sr., Scioto County Minority Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jerry Zinn, Vinton County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Clyde Hall, Vinton County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____

**OVRDC Staff Present:**

*John Hemmings, Executive Director*  
*Juanita Bragg, Finance Director*  
*Kara Willis, Development Director*  
*Sharon Clark, Administrative Assistant*

**Guests Present:**

*Godwin Apaliyah, Fayette County Economic Development Director*  
*Linda Ayres-Louiso, USDA Rural Development*  
*Ray Becraft, Brown County Chamber of Commerce*  
*Cindy Cameron, USDA Rural Development*  
*Stephen Caraway, Adams County Commissioner*  
*Ron Coffey, City Manager, Greenfield*  
*Dan Dean, Fayette County Commissioner*  
*Katy Farber, APEG*  
*Nick Gatz, Southeast Ohio Regional Liaison for Governor John Kasich*  
*Daryll Gray, Brown County Commissioner*  
*Jennifer Jacobs, Director, Jackson County Economic Development*  
*Amanda McCallister, Ohio Development Services Agency*  
*Sharon Manson, Pike County Convention and Visitors Bureau*  
*Roger Rhonemus, Adams County*  
*Carolyn Thurman, Ohio Development Services Agency*

**2. APPROVAL OF MINUTES**

Mr. Wilkin stated that a draft of the July 11, 2013 Executive Committee Meeting minutes was mailed to members, along with the meeting notice and he asked for any corrections or additions. Mr. Wilkin asked for a motion to approve the minutes.

**IT WAS MOVED BY DAVID MALONE AND SECONDED BY TED WEST TO APPROVE THE JULY 11, 2013 MINUTES OF THE EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.**

**3. FINANCE REPORT**

Mr. Wilkin introduced Blaine Beekman, Pike County Commissioner and OVRDC Treasurer. Mr. Beekman referred to the balance sheets for June 30, 2013 included in the packet for review and asked if there were any questions. Being none, Mr. Wilkin then asked for a motion to approve the Finance Report.

**A MOTION WAS MADE BY RANDY HEATH AND SECONDED BY DOUG CORCORAN TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.**

**4. DIRECTOR'S REPORT**

Mr. Wilkin introduced John Hemmings, OVRDC Executive Director. Mr. Hemmings referred to the Director's Report included in the meeting packet. Mr. Hemmings advised he received the occupancy permit for OVRDC's new building on July 3, and stated he and the staff have been working since then moving from the temporary location in the Wastren Building to our new permanent office on 73 Progress Drive in Waverly.

Continuing with the Director's Report, Mr. Hemmings referred to a letter in the packet from Dave Yost, Auditor of State advising Ohio Valley Regional Development Commission has received the Auditor of State Award for the year 2012. The Auditor of State Award is given to those entities that file timely financial reports in accordance with GAAP Accounting Standards, as well as receive a "clean" audit report. The "clean" audit report means that our financial audit did not contain findings for recovery, material citations, material weaknesses, significant

deficiencies, single audit findings or any questioned costs. A copy of the Certificate of Recognition was also included in the packet and Mr. Hemmings congratulated Juanita Bragg, OVRDC Finance Director and past OVRDC Treasurer, Doug Corcoran and present Treasurer, Blaine Beekman for their work in receiving this outstanding honor.

Mr. Hemmings advised included in the packet was an invitation from ODOT regarding public meetings they are holding in Ohio as part of their ongoing Airports Focus Study which looks at the economic benefit and vitality of our local airports in each county. Mr. Hemmings advised the closest meeting for our area will be held Tuesday, September 10, 2013 from 2-4 pm at the Pike County Government Center, 120 Waverly Plaza, Waverly, Ohio and for further information email: focus.study@dot.state.oh.us.

## **5. OLD BUSINESS**

### **(a) Development Director Position**

Mr. Hemmings advised at last month's meeting the Executive Committee approved the recommendation of the OVRDC Personnel Committee to offer the Development Director position to Kara Willis, from Scioto County. Mrs. Willis accepted the position and her first day as the new Development Director was July 29th.

Mr. Hemmings introduced Mrs. Willis who indicated she previously worked with the State of Ohio, Governor's Regional Office and was the Economic Development Director for Jackson County. Mrs. Willis said she has enjoyed working with OVRDC in her previous positions and is very excited to begin her duties as Development Director.

### **(b) RLF Application for Financing**

Mr. Hemmings advised this item was tabled at last month's meeting because a meeting of the Loan Review Committee could not be scheduled prior to the board meeting due to lack of obtaining a quorum of members. Mrs. Willis, OVRDC Development Director scheduled a meeting of the Loan Review Committee for August 20th and contacted the applicant, who advised they wished to withdraw their application since they had secured financing elsewhere. Mr. Hemmings has advised a letter has since been received from the applicant expressing their displeasure with the loan process. Mr. Hemmings advised he will respond to the letter and felt OVRDC did our due diligence to complete this loan application.

### **(c) OVRDC Regional Transportation Planning Organization**

Mr. Hemmings advised this item will regularly be on our monthly Executive Committee Meeting agenda since we are now a designated Regional Transportation Planning Organization and this forum can be used as a means of one of our public meetings which is requested by ODOT. Meetings will also be conducted in our OVRDC counties.

Mr. Hemmings advised he and Mrs. Willis have met with the OVRDC Planning Staff to discuss a plan of action regarding developing a Public Participation Plan and a Comprehensive Transportation Plan for the entire region. He indicated OVRDC is in the process of advertising for a Research Planning Specialist position with a resume submission deadline of August 30, 2013 to assist with this process.

## **6. NEW BUSINESS**

### **(a) Auditor of State Recognition**

Mr. Hemmings discussed this Agenda Item under Number 4, Director's Report.

### **(b) ARC/LDD Application, Draft Resolution #2013/08-05**

Mr. Hemmings referred to Draft Resolution #2013/08-05 authorizing OVRDC to submit to the Appalachian Regional Commission (ARC) its ARC Work Program application for approval for the period of January 1,

2014 through December 31, 2014. Mr. Hemmings requested a motion to adopt Draft Resolution #2013/08-05.

**MOTION WAS MADE BY MATT VAN SANT AND SECONDED BY TOM WHITE TO ADOPT RESOLUTION #2013/08-05 AUTHORIZING JOHN HEMMINGS, EXECUTIVE DIRECTOR, TO PREPARE AND SUBMIT A GRANT APPLICATION TO THE APPALACHIAN REGIONAL COMMISSION FOR FEDERAL FUNDING IN THE AMOUNT OF UP TO \$217,000 TO BE MATCHED BY A MINIMUM OF 25 PERCENT IN NON-FEDERAL RESOURCES (UP TO \$73,000) AND ACCEPT ANY SUBSEQUENT GRANT CONTRACT. (COPY ATTACHED)**

(c) EDA/RLF Certification, Draft Resolution #2013/08-06

Mr. Hemmings stated the EDA Revolving Loan Fund (RLF) Annual Certification Resolution was included in the packet for review and approval. Mr. Wilkin requested a motion to adopt Draft Resolution #2013/08-06).

**MOTION WAS MADE BY DOUG CORCORAN TO ADOPT THE EDA-RLF ANNUAL CERTIFICATION RESOLUTION #2013/08-06 AS PRESENTED. RANDY HEATH SECONDED AND THE MOTION PASSED. (COPY OF RESOLUTION ATTACHED)**

(d) ODOT TRAC TIER 1 Draft Project List

Mr. Hemmings referred to information included in the packet regarding the Transportation Review Advisory Council (TRAC) preliminary approval of \$3.3 billion toward Road Projects with a final vote due in September. In our region, Mr. Hemmings advised \$440 million has been committed toward the Portsmouth bypass in southeast Ohio.

**7. OVRDC MEETINGS**

Mr. Wilkin announced that the next Executive Committee Meeting will be held on Friday, September 20, 2013 at 1:00 pm at Ohio University Southern Campus, 1804 Liberty Avenue, Ironton, Ohio. The OVRDC Annual Full Commission Appreciation Banquet & Meeting will be held Friday, September 20, 2013 in Lawrence County at the Ohio University Southern Campus, 1804 Liberty Avenue, Ironton, Ohio. Registration will begin at 10:30 am and the meeting will start at 11:00 am with lunch at noon.

**8. ADJOURN**

There being no further business Mr. Wilkin adjourned the meeting.

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John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

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Shane Wilkin, Vice-Chairman