

OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION
Executive Committee Meeting

Minutes

September 20, 2013
Ohio University Southern Campus
1804 Liberty Avenue, Ironton, Ohio

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

1. WELCOME AND CALL TO ORDER:

Bob Proud, OVRDC Chairman and Clermont County Commissioner called the meeting to order. Mr. Proud welcomed everyone to the meeting held at the Ohio University Southern Campus in Ironton, Ohio, and stated that a quorum was present.

Executive Committee Members:

	Attended	Proxy	
Brian Baldrige, Adams County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Russ Brewer, Adams County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tony Applegate, Brown County Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Daryll Gray, Brown County Commissioner</u>
Harry Foxworthy, Brown County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bob Proud, Clermont County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Matthew Van Sant, Clermont County Private Sector	<input 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 checked="" type="checkbox"/>	<u>Randy Finney, City of Gallipolis</u>
Vacant, 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 type="checkbox"/>	_____
Jerry Hall, Jackson County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Rick McNelly, Jackson County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doug Cade, Lawrence County Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Rick Griffith, Lawrence County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Blaine Beekman, Pike County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ted West, Pike County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Shirley Bandy, Pike County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Doug Corcoran, Ross County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jack Everson, Mayor of Chillicothe	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tom White, Ross County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Mike Crabtree, Scioto County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
David Malone, Mayor of Portsmouth	<input 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 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
Sharon Clark, Administrative Assistant

Guests Present:

None

2. APPROVAL OF MINUTES

Mr. Proud stated that a draft of the August 22, 2013 Executive Committee Meeting minutes was mailed to members, along with the meeting notice and he asked for any corrections or additions. Mr. Proud asked for a motion to approve the minutes.

IT WAS MOVED BY SHANE WILKIN AND SECONDED BY JACK DEWEESE TO APPROVE THE AUGUST 22, 2013 MINUTES OF THE EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director. Ms. Bragg referred to the balance sheets for July 31, 2013 included in the packet for review and asked if there were any questions. Being none, Mr. Proud then asked for a motion to approve the Finance Report.

A MOTION WAS MADE BY JERRY HALL AND SECONDED BY EUGENE COLLINS TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.

4. DIRECTOR'S REPORT

Mr. Proud introduced John Hemmings, OVRDC Executive Director. Mr. Hemmings referred to the Director's Report included in the meeting packet and advised members to read the report at their leisure.

5. OLD BUSINESS

(a) ARC/EDA FY 2013 Project Update

Mr. Hemmings reported on this topic, since Mrs. Willis, OVRDC Development Director was not in attendance due to an illness in her family. Mr. Hemmings advised under Distressed County Projects, Peach Mountain Area & Poplar Grove/Betty's Creek Waterline Project (Adams County) was moved to 2014 Project Package, Kelly Road Booster Pump Station (Vinton County) has been approved, Winchester Lift Station and Screen Installation application has been submitted to GOA and the Goose Creek Vending Station has been submitted to GOA. Under Access Road Projects, Gateway Internal Access Road Project (Ross County) was moved to 2014 Project Package.

(b) OVRDC Regional Transportation Planning Organization

Mr. Hemmings advised included in the packet was the 2013-2014 members of the RTPO Policy Committee, which is comprised of the OVRDC Executive Committee; the Transportation Committee comprised of the District 15 Integrating Committee for Ohio Public Works Committee. Four additional members will be announced for this committee from ODOT District 6, 8, 9, and 10. The Environmental Justice Advisory Committee will be comprised of members of the OVRDC Minority Caucus.

6. NEW BUSINESS

(a) ARC/EDA FY 2014 Project Update

Mr. Hemmings advised he, Kara Willis, and Jessica Purdon met with the Governor's Office of Appalachia (GOA) on August 19, 2013 in Columbus to present the OVRDC 2014 Appalachian Regional Commission (ARC) project funding package. Mr. Hemmings advised under Area Development Projects, Hobart/Carl Smith Drive Improvements (Highland County) has been carried over from 2013. Under Distressed County Projects, Goose Creek Vending Station (Vinton County) and Winchester Lift Station and Screen Installation (Adams County) have been moved to 2013 and the Peach Mountain Area & Poplar Grove/Betty's Creek Waterline Project (Adams County) has been submitted to GOA for review. Under Access Road Projects, Gateway Internal Access Road Project (Ross County) has been submitted to GOA for review. Under Rapid Response Projects, Ironton-Gateway Commercial Redevelopment Project has been submitted to GOA for review. Under EDA Projects, the Hobart/Carl Smith Drive Access Road Project (Highland County), application has been resubmitted to EDA.

(b) GIS Computer Quotes & ESRI Software

Mr. Hemmings advised as part of the ODOT RTPO Grant we need to upgrade Jason Gillow's work station/computer. Included in the packet are quotes from Dell (\$7,030.80) and Advantage Data System (ADS) (\$7,019.20) for the Dell Precision T5600 Workstation. Jason Gillow's present workstation will go to the new research/planning specialist. After reviewing the quotes and further discussion, Mr. Proud asked for a motion to approve the quote from ADS.

A MOTION WAS MADE BY DOUG CADE AND SECONDED BY RICK MCNELLY TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO PURCHASE THE DELL PRECISION T5600 WORKSTATION FROM ADVANTAGE DATA SYSTEMS (ADS) AT A COST OF \$7,019.20. THE MOTION CARRIED.

Mr. Hemmings advised software upgrades and licenses for both the new workstation and the present workstation will be required. He referred to the quotes included in the packet from Environmental Systems Research Institute, Inc. (ESRI) as follows: GIS0105-ArcGIS for Desktop Standard (formerly ArcEditor) Single Use License \$5,713.00 and ArcGIS for Desktop Standard (formerly ArcEditor) Single Use Upgrade from ArcGIS for Desktop Basic (formerly ArcView) Single Use \$4,488.00.

A MOTION WAS MADE BY DOUG CADE AND SECONDED BY RICK MCNELLY TO APPROVE THE PURCHASE OF GIS0105-ArcGIS SINGLE USE LICENSE (\$5,713.00) AND ARC-GIS SINGLE USE UPGRADE (\$4,488.00). THE MOTION CARRIED.

(c) Personnel Committee Recommendations

Mr. Proud advised the OVRDC Personnel Committee met September 13, 2013 at 10:30 am at the OVRDC Office in Waverly, Ohio and interviewed 3 candidates for the Research/Planning Specialist Position and asked for a motion to enter into Executive Session to discuss Personnel Committee recommendations.

A MOTION WAS MADE BY SHANE WILKIN AND SECONDED BY RANDY FINNEY TO ENTER INTO EXECUTIVE SESSION. THE MOTION CARRIED.

The Executive Committee reconvened into regular session and asked for a motion to approve the recommendations of the Personnel Committee.

The Personnel Committee Recommendations were as follows:

- Research/Planning Specialist

The Personnel Committee authorized the OVRDC Executive Director to offer the Research/Planning Specialist Position to Vinny Xiao Wang from Columbus, Ohio at a starting salary of \$31,000, with the possibility of a \$1,000 increase upon a successful six-month evaluation with a planned first day of employment of October 14, 2013.

MOTION WAS MADE BY JACK DEWEESE AND SECONDED BY RANDY FINNEY TO ACCEPT THE RECOMMENDATIONS OF THE PERSONNEL COMMITTEE. THE MOTION CARRIED.

7. OVRDC MEETINGS

Mr. Proud announced that the next Executive Committee Meeting will be held either November 7 or November 21, 2013 at the OVRDC Office on Progress Drive in Waverly, Ohio. The October 2013 meeting has been cancelled.

8. ADJOURN

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

John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

Robert Proud, Chairman