

OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION
Executive Committee Meeting

Minutes

January 26, 2012
Pike County Government Center
Waverly, Ohio

Chairman: Bob Proud
Vice-Chairman: Roger Rhonemus
Treasurer: Doug Corcoran

1. WELCOME AND CALL TO ORDER:

Bob Proud, OVRDC Chairman and Clermont County Commissioner, called the meeting to order at 2:00 pm. Mr. Proud stated that a quorum was present and he welcomed everyone to the Pike County Government Center in Waverly, Ohio. Mr. Proud asked Shane Wilkin, Highland County Commissioner to lead the attendees in the Pledge of Allegiance to the American Flag.

Executive Committee Members:

	Attended	Proxy	
Roger Rhonemus, Adams County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Dane Clark, Adams County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ralph Jennings, Brown County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Ray Becraft, Brown County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Bob Proud, Clermont County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Tim Ross, Clermont County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jack DeWeese, Fayette County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Faye Williamson, Fayette County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____
Joe Foster, Gallia County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Shane Wilkin, Highland County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Katy Farber, Highland County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Jerry Hall, Jackson County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Randy Heath, Jackson County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Les Boggs, Lawrence County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bill Dingus, Lawrence County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____
Harry Rider, Pike County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Bob Matthey, 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 checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Joyce Atwood, Ross County Member-at-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Mike Crabtree, Scioto County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
David Malone, Mayor of Portsmouth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
VACANT, 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"/>	_____
Ralph Neal, Vinton County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

OVRDC Staff Present:

John Hemmings, OVRDC Executive Director
Juanita Bragg, OVRDC Finance Director
Sharon Clark, Administrative Assistant

Guests Present:

Lonnie Best, Lawrence County 911 Supervisor
Sam Brady, Jackson County Economic Development
Jennifer Jacobs, Director, Jackson County Economic Development
Danielle Nameth, Regional Representative for Senator Sherrod Brown
Debora Plymail, Adams County Workforce Connections
Fred River, ODOT District 9
Greg Simonton, US Department of Energy

2. APPROVAL OF MINUTES

Mr. Proud stated that a draft of the November 17, 2011 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 RALPH JENNINGS AND SECONDED BY RAY BECRAFT TO APPROVE THE MINUTES OF THE NOVEMBER 17, 2011 EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director to give the Finance Report since Doug Corcoran, OVRDC Treasurer was not in attendance. Ms. Bragg referred to the November 30, 2011 Balance Sheet under Tab #3 and advised Total Assets of \$1,104,328.38, Total Liabilities of \$77,649.65, Total Equity \$1,026,678.73 with a zero balance. Ms. Bragg asked if there were any questions. Being none, Mr. Proud asked for a motion to accept the Finance Report as presented.

A MOTION WAS MADE BY RANDY HEATH AND SECONDED BY DAVID MALONE 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 located under Tab #4 and highlighted the various sections.

Mr. Hemmings advised on November 15, 2011, he and Michele Throckmorton attended the American Jobs Act Roundtable at Shawnee State University and advised Earl Gohl, ARC Federal Co-Chair facilitated the discussion with local businesses. Following this meeting Mr. Hemmings and Mrs. Throckmorton accompanied Earl Gohl and Guy Land of the ARC Washington Office on a tour of The Counseling Center's Second Chance Center Project and the Adena Hospital Paccar Medical Facility Project.

Mr. Hemmings said on November 10, 2011 he attended a meeting about JobsOhio, the Ohio Appalachia Business Council (OABC) and the Appalachian Partnership for Economic Growth (APEG) in Logan, Ohio. At this meeting it was decided to conduct a conference call in each local development district (LDD) to update local officials on JobsOhio, OABC, and APEG as well as to schedule listening sessions in each

LDD region. The conference call update for the OVRDC region was held on December 7, 2011 and the listening session was held at the Pike County Government Center in Waverly on December 19,

2011. Mr. Hemmings said the listening session was held in each region to hear from local officials on how best JobsOhio/OABC/APEG can assist the local communities with economic development efforts. In addition, on December 21, 2011, he attended a follow up meeting about the listening sessions and to plan for the immediate future of APEG.

Mr. Hemmings indicated on December 1, 2011, Kim Reynolds delivered the only Job Ready Sites application received in District 15 to the Ohio Department of Development. The applicant was Southern Ohio Diversification Initiative for a "Smart Office", with the project site to be on Shyville Road in Piketon.

Mr. Hemmings said Michele Throckmorton attended a meeting at the Ohio Department of Development regarding the City of Greenfield rail project. State Representative Cliff Rosenberger arranged the meeting to discuss a plan of action for the project.

Mr. Hemmings also advised on November 18, 2011 Jason Gillow met with Nichole Oberrecht of the Village of Lynchburg regarding mapping their infrastructure and utility systems and he also met with Mark Harp, Highland County GIS Manager about scanning engineering prints and GIS data for the county and Lynchburg area.

Mr. Hemmings also advised that on December 6, 2011, OVRDC staff held the USDA RD Rural Community Development Initiative project's regional workshop. Michele Throckmorton, Kim Reynolds, Jason Gillow and Jessica Purdon were in attendance. Topics covered included how to start and support farmers' markets locally, services offered at the OSU South Centers, the Mayor's Partnership for Progress, and services available at OVRDC that can assist with economic development. The workshop was attended by representatives from 7 of the 14 RCDI communities, economic development and chamber of commerce staff from all 4 RCDI counties, and regional representatives from state and federal offices.

Mr. Hemmings also shared information about the Connect Appalachia Broadband Initiative, InvestOhio, and informed the Executive Committee of the passing of OVRDC's former Executive Secretary, Anita Sommers, who retired from OVRDC in 1994.

5. OLD BUSINESS

(a) ARC/EDA FY 2012 Project Update

Mr. Hemmings referred to Tab #5a and reviewed the Appalachian Regional Commission and Economic Development Administration FY'2012 Project Package. He advised changes indicated in bold print are: Village of Crown City Wastewater Facility Project (Gallia County) has been submitted to ARC; ACRMC Digital Mammography Equipment Project (Adams County) has been submitted to GOA; City of Waverly Bridge Street Sanitary Sewer Main Rehabilitation Project (Pike County) has been submitted to ARC; and Sunshine Ridge Waterline Extension Project (Adams County) has been submitted to OVRDC.

(b) OVRDC Office Building

Mr. Hemmings advised he is working on several options regarding the OVRDC Office Building Project, indicating he recently met with the Pike County Commissioners and the Pike County Economic Development Office regarding building a multiuse complex on the Zahns Corner Property for both OVRDC and the Pike County Economic Development Office. He and Ken Reed, Pike County Economic Development Director talked with an architect to develop a sketch. They met with the architect yesterday and the price came in at between 1.6 to 1.7 million dollars (\$160 per Square ft). Mr. Hemmings said he and the county are determining whether this cost is affordable for OVRDC and the county and will continue negotiations.

Mr. Hemmings also said he recently became aware of a building available for sale in Pike County. He will keep this open as an option; however the building would require extensive renovation and may be cost prohibitive. He has also talked with representatives of South Central Ohio Computer Association (SCOCA), who need additional space, about possibly working together.

Since our board only meets monthly, Mr. Hemmings felt it would be advantageous to establish a building committee comprised of the OVRDC Officers. Mr. Proud asked for a motion.

A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED RANDY HEATH TO FORM AN OVRDC BUILDING COMMITTEE COMPRISED OF THE OVRDC OFFICERS. THE MOTION CARRIED.

Mr. Hemmings also discussed Tab #5-d and advised he signed a one-year lease agreement for the present location of the OVRDC Office at a cost not to exceed \$2200 per month, as recommended by the board. The lease is with the new owners Hadsell Chemical Processing LLC and will begin February 1, 2012 to February 1, 2013.

Mr. Hemmings advised he will keep the Executive Committee advised of the progress on a new office building.

(c) 2011/2012/2013 Audit Firm Selection

Juanita Bragg, OVRDC Finance Director referred to Tab #5c, the evaluation of the audit firms which was presented at the November 2011 Executive Committee meeting and she advised Firm C was recommended since OVRDC has worked well with them in the past and they were familiar with our agency, our GMS accounting software, and were willing to adhere to OVRDC's request in the RFP concerning use of agency computers and accounting software. Ms. Bragg advised that at the November 2011 Executive Committee meeting, a motion was made to contact the Auditor of State to inquire whether the price could be negotiated and the Finance Committee was to make a recommendation at the January 2012 meeting. Ms. Bragg advised the Auditor of State was contacted and we were advised that the price could not be negotiated until after a contract was signed. The Finance Committee met today and recommended that Mr. Hemmings be given authority to sign a contract with Firm C: Whited Seigneur Sams & Rahe, LLP (WSSR).

A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED BY RANDY HEATH TO APPROVE THE OVRDC EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH FIRM C: WHITED SEIGNEUR SAMS & RAHE, LPP (WSSR) TO COMPLETE OVRDC'S AUDITS FOR THE FISCAL YEARS 2011, 2012, AND 2013 NOT TO EXCEED \$21,840 FOR THREE YEARS. THE MOTION CARRIED.

Mr. Hemmings advised he will discuss the audit price with WSSR and try to negotiate a more favorable fee for service.

(d) OVRDC Office Building Lease Agreement

This agenda item was covered under 5-b.

(e) Office Computers and GPS Unit

As an update, Mr. Hemmings advised that the new computers have been installed and as was advised at last month's meeting the old computers will be donated to OVRDC member counties. Mr. Hemmings also advised the Trimble GeoXH handheld w/ESRI software and accessories has been received.

6. NEW BUSINESS

(a) Nominating Committee Report

Mr. Hemmings advised Jack DeWeese, OVRDC Nominating Committee Chairman is out of town and he introduced the Vice-Chairman of the Nominating Committee, Harry Rider, Pike County Commissioner. Mr. Rider advised the Nominating Committee met at 1:00 pm on January 26, 2012 at the OVRDC Office. Members present included himself, Eugene Collins (Scioto County), and Debora Plymail, (Adams County); members unable to attend were Bill Dingus (Lawrence County) and Jack DeWeese (Fayette County). Mr. Rider then presented the slate of officers chosen during this meeting which are to be considered during the March 2012 Full Commission Meeting. They are: Bob Proud, Clermont County Commissioner as Chairman, Roger Rhonemus, Adams County Commissioner as Vice-Chairman and Doug Corcoran, Ross County Commissioner as Treasurer. Mr. Rider asked for a motion to accept the slate of officers.

A MOTION WAS MADE BY HARRY RIDER AND SECONDED BY RANDY HEATH TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION FOR THE SLATE OF OFFICERS FOR 2012-2013 TO BE PRESENTED FOR CONSIDERATION DURING THE MARCH 29, 2012 FULL COMMISSION MEETING. THE MOTION CARRIED.

(b) Final Fiscal Year 2012 ARC/EDA Budget

Mr. Hemmings referred to Tab #6-b which included final Fiscal Year 2012 ARC/EDA budget figures, as well as information regarding EDA federal disaster aid which has been made available to the state of Ohio to supplement the state and local recovery efforts in the area struck by severe storms and flooding during the period from April 4 to May 15, 2011. A map was included showing the eligible counties.

(c) 2012 OVRDC Annual Budget Approval

Ms. Bragg referred to Tab #6-c, the Annual Budget for Ohio Valley Regional Development Commission for Fiscal Year January 1, 2012 to December 31, 2012. Ms. Bragg provided an overview of projects funded by our investment partners, the Economic Development Administration, the Appalachia Regional Commission and a sub-award from Ohio University. The total budget for 2012 is \$684,400. Mr. Proud asked for a motion to approve the annual budget.

IT WAS MOVED BY HARRY RIDER AND SECONDED BY DAVID MALONE TO APPROVE THE OVRDC ANNUAL BUDGET FOR FISCAL YEAR JANUARY 1, 2012 TO DECEMBER 31, 2012. THE MOTION CARRIED.

(d) 2012 First Round Caucus Schedule

Mr. Hemmings referred to Tab #6d, which included the 2012 First Round caucus Schedule and advised members if they have vacancies to identify replacements prior to the caucus meetings.

(e) Local Government Innovation Fund

Mr. Hemmings referred to Tab #6e which included information regarding the Local Government Innovation Fund which was established in HB 153 to provide direct financial resources for planning and short-term financing to implement planned projects. It consists of \$45 million to be awarded in the form of grants and loans to political subdivisions for local government innovation projects. The program policies and application were included in the packet and the deadline for submission is March 1, 2012.

7. OVRDC MEETINGS

Mr. Proud announced the next Executive Committee meeting will be held on February 23, 2012 at 2 pm at the Pike County Government Center in Waverly.

Mr. Proud introduced Greg Simonton, U.S. Department of Energy. Mr. Simonton advised the Department of Energy (DOE) will conduct a public meeting January 31, 2012 from 6-8pm at Waverly High School to give an update on all of the clean-up projects and important decisions coming up at the Piketon DOE site.

8. ADJOURN

There being no further business Mr. Proud asked for a motion to adjourn.

A MOTION WAS MADE BY RAY BECRAFT AND SECONDED BY RALPH JENNINGS TO ADJOURN THE JANUARY 26, 2012 EXECUTIVE COMMITTEE MEETING. THE MOTION CARRIED.

John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

Robert Proud, Chairman