

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

**Minutes**

October 25, 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 asked Ralph Jennings, Brown 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"/>	_____
Vacant, Clermont County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jack DeWeese, Fayette County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Faye Williamson, Fayette County Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jay Cremeans, Gallipolis City Commission	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Randy Finney, City Manager _____
Bryan Long, Gallia County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Shane Wilkin, Highland County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Vacant, Highland County Member-at-Large	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	Jennifer Jacobs, Jackson Ec. Development _____
Doug Cade, Lawrence County Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Bill Dingus, Lawrence County Member-at-Large	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	_____
Kara Willis, 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:**

*Randy Mullins, Architect, Wheelersburg, Ohio*  
*Blaine Beekman, Pike County Commissioner*  
*Sam Brady, Jackson County Economic Development*  
*Chris Ervin, Pike County Community Development*  
*Fred River, ODOT District 9*  
*Carolyn Wells, Scioto County*  
*Steve Wells, Scioto County*  
*Tim Wells, Manager, Economic Development for AEP Ohio*  
*Teddy L. West, Pike County Commissioner*

**2. APPROVAL OF MINUTES**

Mr. Proud stated that a draft of the September 27, 2012 Executive Committee Meeting Minutes was mailed to members, along with the meeting notice and he asked for any corrections or additions. Being none, Mr. Proud asked for a motion to approve the minutes.

**IT WAS MOVED BY RALPH JENNINGS AND SECONDED BY HARRY RIDER TO APPROVE THE MINUTES OF THE SEPTEMBER 27, 2012 EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.**

**3. FINANCE REPORT**

Since Doug Corcoran, OVRDC Treasurer was not in attendance, Mr. Proud introduced Juanita Bragg, OVRDC Finance Director to read the Finance Report. Ms. Bragg referred to the Balance Sheet for the period ending August 31, 2012 and advised total assets of \$1,169,181.92, Total Liabilities, \$73,605.10, Total Equity of \$1,095,576.82 and a zero balance. Ms. Proud asked if there were any questions. Being none, Mr. Proud then asked for a motion to approve the report.

**A MOTION WAS MADE BY RAY BECRAFT AND SECONDED BY BRIAN LONG TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.**

**4. DIRECTOR'S REPORT**

Bob Proud, OVRDC Chairman introduced John Hemmings, OVRDC Executive Director. Mr. Hemmings referred to the Director's Report located in the packet.

Mr. Hemmings advised on September 18, 2012, he and Jason Gillow met with the Scioto County Commissioners and Scioto County Engineer, Craig Opperman about the new Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) federal surface transportation reauthorization bill that will become effective on October 1, 2012. Within MAP-21, there are new provisions for the Appalachian Development Highway System that may assist in moving forward the Portsmouth By-pass since there is no state match required. The Federal Highway Administration has 2.1 billion in Appalachian Development Highway System (ADHS) available from prior fiscal years which could be assist moving this project forward. The Commissioners have asked OVRDC and the County Engineer to follow up with necessary parties and move forward on what might be possible. Mr. Hemmings indicated he talked with State Representative Terry Johnson

regarding the Portsmouth Bypass and he suggested he will try to schedule a meeting with ODOT Director Wray for further discussion.

On September 20th, Mr. Hemmings, Michele Throckmorton and Jessica Purdon conducted a tour of ARC funded projects and beneficiaries in Adams and Brown Counties. Attendees included Christa Callihan with the Governor's Office of Appalachia, Shane Wilkin, Highland County Commissioner, Dr. Terry Johnson, 89th District of the Ohio House of Representatives, Holly Johnson, Adams County Community and Economic Development, Sandra Stevens, Adams County Regional Medical Center, Tami Graham, Adams County Regional Medical Center, Sonja Cropper, Brown County Department of Travel & Tourism, Bill Geschwind, Brown County Commissioner, and Lesley Meyers, Village of Ripley Clerk. Stops included a tour of the General Electric test facility in Peebles, Ohio and the Ripley Riverwalk project. The representatives from Adams County Regional Medical Center also gave a presentation on the ACRMC Digital Mammography Equipment project, which was partially funded by federal ARC dollars in 2012.

Mr. Hemmings advised on September 17, 2012, he attended the American Electric Power Ohio's Economic Development Forum in Columbus, Ohio, where they presented an information forum of their new economic development efforts in Ohio. Mr. Hemmings advised he has been working with Scioto, Pike, Jackson and Ross counties to assist them in marketing their industrial projects by compiling data and providing mapping of the sites through our GIS capabilities and felt the economic development efforts of American Electric Power would be of assistance in this project.

#### **5. SPEAKER: TIM WELLS, MANAGER ECONOMIC DEVELOPMENT, AEP OHIO**

Mr. Wells advised he is the manager of Economic and Business Development for AEP Ohio. He indicated AEP has been expanding its efforts to assist local development partners with research projects and advised AEP is introducing new expanded efforts in Economic Development in a marketing program targeting 5 areas: chemical manufacturing, machinery manufacturing, transportation equipment manufacturing, fabricated metals manufacturing and food processing. The new AEP economic development web site is [www.AEP.ED.com](http://www.AEP.ED.com)

Mr. Wells advised the LocationOne Information System (LOIS), a nationwide economic development buildings, site and community database. LOIS was developed by economic development professionals for economic development professionals. As an economic development organization using LOIS, the information you collect or import into LOIS is networked and presented on multiple economic development organization web sites to help you market your local community, sites and buildings to business decision makers. For additional information and a free online demo contact [www.locationOne.com](http://www.locationOne.com), [getLOIS@LocationOne.com](mailto:getLOIS@LocationOne.com), 800-200-3630.

Mr. Wells advised the possibility of working with OVRDC to merge information together at no charge to the counties. which would benefit both organizations.

#### **6. OLD BUSINESS**

##### **(a) OVRDC Office Building**

Mr. Hemmings provided details of Revenues and Expenditures of the OVRDC Office Building Budget: Revenues-Total \$800,000; OVRDC Revenues-Total \$250,000; Expenditures-\$800,000. After discussion it was agreed to move \$11,300 from the Unassigned Fund Balance line item to the OVRDC Office Building line item:

**A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED BY HARRY RIDER TO TRANSFER \$11,300 FROM THE UNASSIGNED FUND BALANCE LINE ITEM TO THE OVRDC BUILDING LINE ITEM ON THE OVRDC BALANCE SHEET. THE MOTION CARRIED.**

It was also agreed to transfer \$17,700 of funds OVRDC has in its possession from 6 area banks/credit unions upon approval from banks and OVRDC's audit firm (WSSR) to the OVRDC Office Building line item. This money was raised in 2001 to match a EDA Revolving Loan Fund recapitalization that never occurred because EDA quit funding revolving loan funds.

**A MOTION WAS MADE BY RAY BECRAFT AND SECONDED BY RALPH JENNINGS TO TRANSFER \$17,700 TO THE OVRDC OFFICE BUILDING LINE ITEM CONTINGENT ON AGREEMENT BY THE BANKS INVOLVED AND OUR AUDIT FIRM, WSSR. MOTION CARRIED.**

(b) Memo of Understanding with SODI

For information, Mr. Hemmings included a signed letter in the packet which will serve as a preliminary Memorandum of Understanding (MOU) between the Southern Ohio Diversification Initiative (SODI) and the Ohio Valley Regional Development Commission (OVRDC). SODI and OVRDC agree the MOU is not the final memorialization of the terms of the final agreement, which shall be finalized upon the execution of a lease to own agreement between SODI and OVRDC. The preliminary MOU outlined basic expectations of SODI and OVRDC related to the new OVRDC Office Building at the Zahns Corner Industrial Park, including a commitment from SODI of \$300,000 to help construct the new building and general lease-to-own agreement terms.

(c) Community Resolution Regarding the Portsmouth Gaseous Diffusion Plant

This item was again tabled due to lack of new information provided by the Pike County Chamber of Commerce to OVRDC since the last meeting.

(d) ARC/EDA 2012 Project Update

Mrs. Throckmorton was not in attendance at this meeting due to illness and Mr. Proud referred to Mr. Hemmings to give the report. Mr. Hemmings referred to the ARC/EDA FY'2012 Priority Project Package included in the meeting packet and advised all projects have been approved for 2012 for a total project costs of: Area Development Projects-\$6,405,280; Distressed County Projects-\$2,769,150; Rapid Response Projects-\$180,000; EDA Projects-\$9,551,125.

## **7. NEW BUSINESS**

(a) ARC/EDA FY 2013 Project Update

Mr. Hemmings referred to the FY'2013 Project Package Update included in the packet. He advised he and Michele Throckmorton met with the Governor's Office of Appalachia (GOA) on September 11, 2012, along with the three other Development Districts to present their 2013 project packages regarding funding. He outlined the status of projects listed on the FY'2013 Summary in the packets and advised that the list is not a complete list of the FY'2013 Project Package and other projects may be added as the fiscal year progresses.

Mr. Hemmings advised Michele Throckmorton has been talking with ODOT regarding adding to the 2013 priority package, the St. Rt. 159 Access Road Project in Ross County that supports Adena Hospital and Kenworth. This project would not be listed in priority to any current Access Road Projects on the 2013 Priority Project Package but rather would be listed in priority order after the current Access Road projects.

**A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED BY JOYCE ATWOOD TO ADD STATE ROUTE 159 ACCESS ROAD PROJECT FROM ROSS COUNTY TO THE FY 2013 PRIORITY PROJECT PACKAGE. THE MOTION CARRIED.**

(b) OVRDC Health Insurance Quotes

Mr. Hemmings advised we received the 2013 quotes for our major medical insurance from Anthem and our vision and dental quote from Guardian. The total increase for the year for both would be \$3,855 or \$321.31 per month. Mr. Hemmings advised he is still reviewing options.

**A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED BY JERRY HALL TO APPROVE THE OVRDC EXECUTIVE DIRECTOR TO ACCEPT THE HEALTH INSURANCE QUOTES NOT TO EXCEED \$3,855. THE MOTION CARRIED.**

(c) Plan of Action for Hiring OVRDC Bookkeeper/Secretary

Mr. Hemmings included in the packet the job description and timeline for hiring for the Bookkeeper/Secretary position. Also included were all locations that were utilized to advertise the job opening. Plans are to fill the position after the first of the year.

(d) General Fund 2013 Budget Approval

Mr. Hemmings referred to the 2013 General Fund (Per Cap) Budget included in the packet for approval.

**A MOTION WAS MADE BY DOUG CADE AND SECONDED BY ROGER RHONEMUS TO APPROVE THE OVRDC 2013 GENERAL FUND BUDGET. THE MOTION CARRIED.**

(e) Accept/Reject Office Building Bids and Recommendation to SODI

Mr. Hemmings advised the Bid Opening for the OVRDC Office Building was held this morning at 10:00 am at the Wastren Advantage Inc. Building, 1571 Shyville Road, Piketon, Ohio. Included in the packet are the three lowest bids, including the base bid amounts and the cost additions/subtractions for the three alternatives that bidders had to consider. The base bid amounts are as follows: Mullins Construction, Wheelersburg, Ohio (\$716,389.00), Brenmar Construction, Jackson, Ohio (\$805,000.00) and Foill, Inc., Waverly, Ohio (\$808,013.00). Mr. Hemmings recommended the Executive Committee approve accepting the base bid of Mullins Construction and that the Executive Committee recommend the Southern Ohio Diversification Initiative enter into contract with Mullins Construction for the base bid amount of \$716,389.00.

**A MOTION WAS MADE BY DOUG CADE AND SECONDED BY BILL DINGUS TO RECOMMEND TO SOUTHERN OHIO DIVERSIFICATION INITIATIVE (SODI) THAT THEY APPROVE CONTRACTING MULLINS CONSTRUCTION AT THEIR BASE BID OF \$716,389.00 CONTINGENT ON THE APPROVAL OF OVRDC ATTORNEYS THAT NO CONFLICT OF INTEREST EXISTS BETWEEN OVRDC'S ARCHITECT AND MULLINS CONSTRUCTION. THE MOTION CARRIED.**

**7. OVRDC MEETINGS**

Mr. Proud announced that the next Executive Committee Meeting will be held on Thursday, November 15, 2012 at 2:00 pm at the Pike County Government Center in Waverly, Ohio.

**8. ADJOURN**

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

**A MOTION WAS MADE BY RALPH JENNINGS AND SECONDED BY RAY BECRAFT TO ADJOURN THE OCTOBER 25, 2012 EXECUTIVE COMMITTEE MEETING. THE MOTION CARRIED.**

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John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

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Robert L. Proud, OVRDC Chairman