

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

Minutes

November 21, 2013
OVRDC Office, 73 Progress Drive
Waverly, 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 OVRDC Office, in Waverly, Ohio and stated that a quorum was present and asked Blaine Beekman to lead the pledge of allegiance to the American flag. Mr. Proud asked for those present to introduce themselves before beginning the meeting.

Executive Committee Members:

	Attended	Proxy	
Brian Baldrige, Adams County Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paul Worley, Adams County Commissioner
Russ Brewer, Adams County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tony Applegate, Brown County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	
Harry Foxworthy, Brown County Private Sector	<input checked="" 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"/>	Randy Finney, City of Gallipolis
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 checked="" type="checkbox"/>	Lynn Stevens, Highland County
Jerry Hall, Jackson County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rick McNelly, Jackson County Private Sector	<input 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 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 checked="" 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 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	

OVRDC Staff Present:

John Hemmings, Executive Director
Juanita Bragg, Finance Director
Kara Willis, Development Director
Vinny Wang, Research/Planning Specialist
Sharon Clark, Administrative Assistant

Guests Present:

Chris Ervin, Director, Pike County Community and Economic Development
Katy Farber, APEG
Jennifer Jacobs, Jackson County Economic Development Director
Alex Scharfetter, Rep. Bill Johnson's Office
Todd Shelton, Senator Portman's Office

2. APPROVAL OF MINUTES

Mr. Proud stated that a draft of the September 20, 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 DAVID MALONE AND SECONDED BY DOUG CORCORAN TO APPROVE THE SEPTEMBER 20, 2013 MINUTES OF THE EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Proud introduced Blaine Beekman, Pike County Commissioner and OVRDC Treasurer. Mr. Beekman referred to the balance sheet for September 30, 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 DOUG CORCORAN AND SECONDED BY TED WEST 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 advised the Director's Report was not included in the meeting packet because the computers were down and it could not be printed. Mr. Hemmings referred to attachments in the packet which included information from the National Association of Development Organizations (NADO) which gives an excellent summary of activities of Congress in Washington DC regarding the budget, debt ceiling, government shutdown, etc. In addition, he advised there was information from the Ohio Department of Transportation regarding Ohio's Bridge Partnership which is a new partnership with counties and cities to fully fund the replacement or repair of locally owned bridges. The program will invest approximately \$120 million in local bridges over three years, and approximately 200 county bridges and 20 city bridges are expected to be repaired or replaced. Forty bridges have been identified for the first year and ODOT will work with local officials to identify bridges to be repaired or replaced in the following years. In the OVRDC region, Township Rd #144 bridge (Highland County) over Plum Run is on the initial schedule to begin construction in 2014.

5. OLD BUSINESS

(a) Research/Planning Specialist Position

Mr. Hemmings advised the Executive Committee voted at the September 20, 2013 Executive Committee Meeting to offer the Research/Planning Specialist Position to Vinny Xiao Wang. Mr. Hemmings advised

Mr. Wang accepted the position and his first day at OVRDC was October 14, 2013. Mr. Hemmings asked everyone to welcome Vinny to the OVRDC.

(b) ARC/EDA FY 2013 Project Update

Mr. Proud introduced Kara Willis, OVRDC Development Director. Mrs. Willis referred to the FY 2013 Priority Project Package included in the packet and advised since the last meeting under Distressed County Projects, the Hospital Hill Sanitary Sewer Project (Pike County) has been approved. Under Area Development, the Manchester Sewer Collection System Rehabilitation Project (Adams County) was moved to 2014 and due to our computer problems, we were unable to remove it from FY 2013 and include it to FY 2014.

(c) ARC/EDA FY 2014 Project Update

Mrs. Willis referred to the FY 2014 Priority Project Package included in the packet and advised under Distressed County Projects, Zaleski Sanitary Sewer Improvements (Vinton County) has been forwarded to ARC, the Winchester Lift Station and Screen Installation Project (Adams County) has been forward to ARC, the Peach Mountain Area & Poplar Grove/Betty's Creek Waterline Project has been approved by ARC and sent to EPA, since EPA is the Basic Agency for the project, Goose Creek Vending Station Project (Vinton County) has been forwarded to ARC. Under Access Road Projects, Gateway Internal Access Road Project (Ross County) has been submitted to GOA and under State Rapid Response Projects, Ironton-Gateway Commercial Redevelopment Project has been submitted to GOA.

6. NEW BUSINESS

(a) Approval of CEDS Draft Resolution #2013/11-07

Mr. Hemmings referred to Draft Resolution #2013/11-07 authorizing OVRDC to submit the 2013 Comprehensive Economic Development Strategy (CEDS) Performance Report to the U.S. Department of Commerce, Economic Development Administration for review and approval. Mr. Proud asked for a motion to approve the CEDS Resolution.

A MOTION WAS MADE BY SHANE WILKIN AND SECONDED BY DAVID MALONE TO APPROVE THE CEDS RESOLUTION #2013/11-07 WHICH AUTHORIZES SUBMISSION OF THE 2013 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) PERFORMANCE REPORT TO THE U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION FOR THEIR REVIEW AND APPROVAL. THE MOTION PASSED UNANIMOUSLY. (COPY OF RESOLUTION ATTACHED)

(b) OVRDC RTPO Public Participation Plan, Draft Resolution #2013/11-08

Mr. Proud introduced Kara Willis, OVRDC Development Director. Mrs. Willis referred to the OVRDC RTPO Public Participation Plan, Draft Resolution #2013/11-08 included in the meeting packet. Mrs. Willis advised the Ohio Valley Regional Development Commission (OVRDC) has been designated by the Ohio Department of Transportation (ODOT) as a Regional Transportation Planning Organization (RTPO) as part of ODOT's RTPO two-year pilot program. OVRDC has prepared an RTPO Public Participation Plan that requires new consultations with various agencies at all levels as part of a comprehensive public/community outreach. The Public Participation Plan has been reviewed and recommended for approval by the OVRDC RTPO Transportation Committee, which is comprised of the Executive Committee Members. Mr. Proud requested a motion to approve submission of the plan to the Ohio Department of Transportation.

A MOTION WAS MADE BY DOUG CADE AND SECONDED BY DOUG CORCORAN TO APPROVE THE RECOMMENDATION OF THE OVRDC RTPO TRANSPORTATION COMMITTEE TO SUBMIT THE PUBLIC PARTICIPATION PLAN TO THE OHIO DEPARTMENT OF TRANSPORTATION AS OVRDC'S ADOPTED PUBLICATION PLAN. THE MOTION CARRIED. (COPY OF RESOLUTION ATTACHED)

(c) General Fund 2014 Budget Approval

Juanita Bragg, OVRDC Finance Director reported that every year the Executive Committee approves the General Fund Budget and a copy was included in the packet for review. Ms. Bragg said our per capita budget is based on the annual per capita membership fees from our member counties. For 2014, those fees should total \$113,405 based on 2012 Population Estimates at 17 cent per capita. The funds are utilized to match our Federal grants from ARC and EDA, and State grants through ODOT, and utilized to finance various operating functions of the agency. Mr. Proud asked for a motion to approve the 2014 General Fund Budget as presented.

IT WAS MOVED BY BLAINE BEEKMAN AND SECONDED BY JERRY ZINN TO APPROVE THE OVRDC 2014 GENERAL FUND BUDGET, THE MOTION CARRIED.

(d) OPWC/District #15 Contract

Mr. Hemmings advised every year OVRDC contracts with Ohio Public Works Commission to serve as liaison for District #15 in the amount of \$65,000. Mr. Hemmings requested authorization to enter into a contract for 2014.

A MOTION WAS MADE BY DOUG CADE AND SECONDED BY JACK EVERSON TO AUTHORIZE THE EXECUTIVE DIRECTOR OF OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION TO ENTER INTO A CONTRACT WITH OHIO PUBLIC WORKS COMMISSION TO SERVE AS LIAISON FOR DISTRICT #15 FOR 2014 UP TO \$65,000. THE MOTION CARRIED.

(e) OVRDC Health Insurance Quote

Mr. Hemmings advised the OVRDC Finance Committee held a meeting on November 10, 2013 to discuss employee insurance quotes received for 2014. Shane Wilkin and Bob Proud participated by phone, and Blaine Beekman and Mr. Hemmings participated from the OVRDC office. Mr. Hemmings advised the employee health insurance quote from Anthem came in at a 12.1% increase with no change in benefits and the dental/vision quote through Guardian came in at a 6% increase. The monthly increase will be \$706.54 resulting in a yearly increase of \$8,478.48. The agency will continue contributing 85% and employee contribution will be 15% toward major medical/dental/vision insurance premiums. The MAX105 and Opt-out plan will remain the same. The Finance Committee recommended continuing with Anthem and Guardian at this time. Mr. Hemmings advised he is considering researching other plans for 2015.

A MOTION WAS MADE BY DOUG CORCORAN AND SECONDED BY JERRY ZINN TO APPROVE THE RECOMMENDATION OF THE OVRDC FINANCE COMMITTEE TO CONTINUE WITH ANTHEM AS THE MEDICAL INSURANCE PROVIDER AND GUARDIAN AS THE VISION/DENTAL PROVIDER FOR 2014. THE MOTION CARRIED.

(f) OVRDC Office Building

Mr. Hemmings, OVRDC Executive Director referred to quotes in the meeting packet for window shades for the office building windows, snow guards for the office building roof, modifications in the server/data room to correct overheating, and installation of an HDMI cable and electrical outlet in the conference room to service the television used for meeting presentations. Discussion was held about possible alternatives concerning the overheating in the server/data room and the amount of snow guards to place on the roof.

A MOTION WAS MADE BY DOUG CORCORAN AND SECONDED BY RUSS BREWER TO APPROVE THE FOLLOWING: PURCHASE OF WINDOW SHADES FOR THE OVRDC OFFICE BUILDING WINDOWS, SNOW GUARDS ON THE OFFICE BUILDING ROOF, CORRECT VENTILATION IN THE SERVER ROOM AND INSTALLATION OF HDMI CABLE AND ELECTRIC OUTLET IN CONFERENCE ROOM FOR A TOTAL COST NOT TO EXCEED \$16,858.58. THE MOTION CARRIED.

7. OVRDC MEETINGS

Mr. Proud announced that the next Executive Committee Meeting will be held January 23, 2014 at the OVRDC Office on Progress Drive in Waverly, Ohio.

Mr. Hemmings noted that the City of Portsmouth in Scioto County is changing from a mayoral form of government to a city manager style government, therefore, this will be the last Executive Committee meeting for David Malone, Mayor of Portsmouth. Mr. Proud and Mr. Hemmings both thanked Mr. Malone for his service on the OVRDC Executive Committee. Mr. Malone thanked those present for the opportunity to serve as a member of the Executive Committee. He indicated Portsmouth citizens voted to return to the City Manager form of government starting in 2014.

8. ADJOURN

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



John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:



Robert Proud, Chairman

**RESOLUTION
OF THE
OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION**

WHEREAS, the Ohio Valley Regional Development Commission has prepared a 2013 Comprehensive Economic Development Strategy (CEDS) Performance Report for submission to the U.S. Department of Commerce, Economic Development Administration, in compliance with the Public Works and Economic Development Act of 1965, as amended including the comprehensive amendment made by the Economic Development Administration Reauthorization Act of 2004; and

WHEREAS, the Ohio Valley Regional Development Commission has developed the Comprehensive Economic Development Strategy (CEDS) as its guiding plan and process to assist in alleviating the economic distress, unemployment and under-employment that have restricted economic growth in the District; and

WHEREAS, an approved CEDS Performance Report meets one of the requirements for continued designation as an Economic Development District and for qualifying the area to receive EDA federal assistance consistent with the District's objectives and priorities for locally initiated projects; and

WHEREAS, the CEDS Committee has reviewed and approved the 2013 CEDS Performance Report and member counties of the Ohio Valley Regional Development Commission have formally adopted the Comprehensive Economic Development Strategy as the basic guide for economic development within their counties.

NOW, THEREFORE, BE IT RESOLVED that the Executive Committee of Ohio Valley Regional Development Commission hereby authorizes the submission of the 2013 CEDS Performance Report to the U.S. Department of Commerce, Economic Development Administration for their review and approval.

BE IT FURTHER RESOLVED that a copy of the 2013 CEDS and this resolution will be forwarded to the Appalachian Regional Commission and to other appropriate agencies, member governments or other interested persons.

ADOPTED THIS 21st DAY OF NOVEMBER 2013

Signed:


Robert L. Proud, Chairman

Witnessed:


John W. Hemmings III, Executive Director &
Commission Secretary

**RESOLUTION
OF THE
OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION**

WHEREAS, the Ohio Valley Regional Development Commission (OVRDC) has been designated by the Ohio Department of Transportation (ODOT) as a Regional Transportation Planning Organization (RTPO) as part of ODOT's RTPO two-year pilot program; and

WHEREAS, the Ohio Valley Regional Development Commission has prepared a RTPO Public Participation Plan that requires new consultations with various agencies at all levels as part of a comprehensive public/community outreach; and

WHEREAS, the Public Participation Plan has been reviewed and approved by the OVRDC RTPO Transportation Committee; and

WHEREAS, the Executive Committee of the Ohio Valley Regional Development Commission is acting in the capacity of the OVRDC RTPO Executive Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Executive Committee of the Ohio Valley Regional Development Commission hereby approves the OVRDC RTPO Public Participation Plan and authorizes its submission to the Ohio Department of Transportation as our adopted RTPO Public Participation Plan.

ADOPTED THIS 21st DAY OF NOVEMBER 2013

Signed: _____



Robert L. Proud, Chairman

Witnessed:



John W. Hemmings III, Executive Director &
Commission Secretary