

OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION
Executive Committee Meeting

Minutes

June 26, 2014
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 called the June 26th Executive Committee 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. Mr. Proud asked for a moment of silence to honor Sergeant Justin Helton, a soldier from Pike County who was one of five American troops killed in Afghanistan. A native of Beaver, Ohio, Sergeant Helton was a member of 192nd Ordnance Battalion, 18th Ordnance Company out of Ft. Bragg, North Carolina and Active Duty Army. Funeral services for Sergeant were held June 23, at Eastern High School with burial in Germany Cemetery in Beaver, Ohio. Mr. Proud then asked Blaine Beekman, Pike County Commissioner to lead the pledge of allegiance to the American flag.

Executive Committee Members:

	Attended	Proxy	
Paul Worley, Adams County Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Debora Plymail, Adams County Member-at-Large	<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 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"/>	_____
Steve Wallis, Gallia County Caucus Chair	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Randy Finney, City of Gallipolis _____
Michelle Miller, 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 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 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 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"/>	_____
Mal Payne, Ross County Minority Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

Mike Crabtree, Scioto County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Wayne Kempf, Scioto County Private Sector	<input type="checkbox"/>	<input type="checkbox"/>	_____
Kevin Johnson, City of Portsmouth	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	_____

OVRDC Staff Present:

- John Hemmings, Executive Director*
- Juanita Bragg, Finance Director*
- Kara Willis, Development Director*
- Sharon Clark, Administrative Assistant*
- Jason Gillow, Research/Planning Coordinator*
- Kim Reynolds, Community Development Coordinator*

Guests Present:

- Sharon Manson, Pike County Visitor's Bureau*
- Erin MacLellan, Public Information Office, PUCO*
- Dan Dean, Fayette County Commissioner*
- Harry Rider, Pike County Commissioner*

2. APPROVAL OF MINUTES

Mr. Proud stated that a draft of the May 22, 2014 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 RICK MCNELLY AND SECONDED BY DOUG CADE TO APPROVE THE MAY 22, 2014, MINUTES OF THE EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Proud introduced Blaine Beekman, OVRDC Treasurer and Pike County Commissioner to present the Finance Report. Mr. Beekman advised the balance sheet for April 30, 2014 was 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 DOUG CADE TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.

As a reminder, Mr. Hemmings advised Ms. Bragg indicated we have received resolutions for OVRDC Fiscal Year 2015 from everyone but City of Chillicothe, Highland and Gallia Counties.

4. SPEAKER, ERIN MACLELLAN, PUBLIC INFORMATION OFFICER, PUCO

Mr. Hemmings, OVRDC Executive Director introduced Erin MacLellan, Public Information Office for the Public Utilities Commission of Ohio. Ms. MacLellan advised in Ohio you have options when it comes to choosing your electric and natural gas suppliers. She distributed information and gave a power point presentation regarding what questions to ask and the steps to take when switching suppliers. She advised that to learn more about as well as to be able to compare electric and natural gas prices from various vendors, visit www.energychoice.ohio.gov.

5. DIRECTOR'S REPORT

Mr. Hemmings referred to the OVRDC Director's Report included in the packet for members review. He also advised included was a legislative update received from Guy Land of the Appalachian Regional

Commission (ARC) advising the House Appropriations Committee approved the FY15 Energy and Water Development Appropriations bill, which contains ARC's non-highway funding for the coming fiscal year. The measure provides \$80.317 million, which is level funding with this year. The bill is expected to come to the House floor in the next few weeks. Mr. Hemmings then presented his Director's Report in the form of pictures showcasing some recent events that OVRDC has participated in with our legislators and our major funders. He left the reading of the actual Director's Report up to each member of the Executive Committee at their leisure.

6. OLD BUSINESS

(a) ARC/EDA FY 2014 Project Update

Mr. Proud introduced Kara Willis, OVRDC Development Director. Mrs. Willis referred to the FY 2014 Priority Project Package included in the packet and advised updates are bolded. Mrs. Willis advised under State Area Development Projects, Adams County Medical Foundation Imaging Equipment Upgrade (Adams County) has been approved, and City of Portsmouth Water Treatment Plant Rapid Mix Tank Modifications Project (Scioto County) has been submitted to GOA. Under Federal Area Development Projects, McCarty Lane Area Sanitary Sewer Improvements Project (Jackson County) Application has been resent to ARC. Under Distressed County, Goose Creek Vending Station Project (Vinton County), application has been resent to ARC since we were advised by ARC that they lost original submission. Under Access Road Projects, Gateway Internal Access Road Project (Ross County) has been submitted to ARC.

(b) Regional Transportation Planning Organization

Mrs. Willis advised on June 25th she attended a meeting with ODOT and the other 4 RTPO organizations to discuss their progress. She indicated ODOT advised there is money available to fund the program in the next biennium budget depending on how successful the program is implemented by the RTPOs this biennium. She stated OVRDC has completed the draft of the "current conditions" portion of the plan and will be asking the Transportation Committee for their review and feedback.

(c) Highway Trust Fund Solvency Draft Resolution #2014-06-03

Mr. Hemmings referred to Draft Resolution #2014-06-03 included in the packet, which had been tabled last month and advised the resolution has been amended to eliminate the next to last paragraph. He asked for a motion to approve the resolution as amended. The resolution calls upon the Congress and the President to work together to pass legislation to make the federal highway trust fund solvent.

A MOTION WAS MADE BY DOUG CADE AND SECONDED BY DOUG CORCORAN TO APPROVE DRAFT RESOLUTION #2014-06-03 AS AMENDED. THE MOTION PASSED.

(d) Audit Report of OVRDC's 2013 Financial Statement

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director. Ms. Bragg advised she has received notification from the Auditor of the State of Ohio clearing OVRDC'S 2013 audit with no material weaknesses, findings or questioned costs on any of our federal programs and stated OVRDC remains a "Low Risk Auditee". Ms. Bragg also noted that a link to our 2013 audit will be placed on our website: www.ovrdc.org and that we will include in our e-newsletter an article advising that our audit is complete and available for review at the Ohio Auditor of State website.

(e) OVRDC Office Building

Mr. Hemmings gave an update on the building advising he is working with All Signs of Chillicothe on the sign for outside the building. He also indicated he is working with the landscaping company next door to reseed the grounds and landscape in the fall. He advised the Executive Committee that in the next few months he would like to present to the Executive Committee a comparison of the office expenses at the Wausau Homes building in Waverly and the new office building at the Zahns Corner Industrial Park.

7. NEW BUSINESS

(a) District 15 Schedule

Mr. Proud introduced Kim Reynolds, OVRDC Community Development Coordinator. Mrs. Reynolds referred to the Tentative OPWC District 15, Round 29 Schedule included in the packet. She highlighted the important dates on the schedule and advised that some dates are tentative and subject to change. Important dates are October 3, 2014 > the deadline for subdivisions to submit Round 29 applications to county subcommittees; October 17, 2014 > Applications are due to OVRDC from County Sub-Committees; and February 27, 2015 > Deadline for District to submit Round 29 Project Package to OPWC.

(b) RLF Application for Financing

Mrs. Willis advised the expected application for financing was not received this month and should be presented at the July 24th meeting.

(c) Tykma, Inc. RLF Amendment Request

Tykma, Inc., a current OVRDC RLF Loan Fund client is refinancing its debt from Fifth Third to Chase Bank and OVRDC has been asked to subordinate its lien position on all business assets behind Chase instead of Fifth Third. Our attorney has reviewed the subordination agreement and it was recommended by our Loan Review Committee to amend the loan to subordinate our lien position on all business assets behind Chase.

A MOTION WAS MADE BY DEBORA PLYMAIL AND SECONDED BY RANDY FINNEY TO AMEND THE RLF LOAN WITH TYKMA, INC. TO SUBORDINATE OUR LIENS ON ALL BUSINESS ASSETS BEHIND CHASE BANK INSTEAD OF FIFTH THIRD. THE MOTION CARRIED.

(d) Quality Top RLF Recommendation

Mr. Hemmings advised RLF Loan Quality Top has not been making payments on the loan through OVRDC, which we hold second lien positions on all business assets, however they are up to date with payments to the bank. The OVRDC Loan Review Committee recommended contacting our attorneys regarding taking an assignment on the lease payments they are receiving from a lumber company that is leasing part of the business property for a log yard. After discussion that this is the only course of remedy we have available to us:

A MOTION WAS MADE BY KEVIN JOHNSON AND SECONDED BY RICK MCNELLY TO APPROVE THE RECOMMENDATION OF THE LOAN REVIEW COMMITTEE TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO CONTACT OUR ATTORNEYS REGARDING TAKING ASSIGNMENT OF THE LEASE PAYMENTS QUALITY TOP IS PRESENTLY RECEIVING FOR USE OF PART OF ITS BUSINESS PROPERTY. THE MOTION CARRIED.

(e) Decertify Chillicothe Street St. As US Route in Portsmouth, Draft Resolution #2014-06-04

Mr. Hemmings advised that this item will be tabled due to feedback he received from a few Transportation Committee members who he shared the Resolution with and were concerned about the City taking such action. Mr. Hemmings explained that some Transportation Committee members felt there are better and less time consuming means to get to the end that the City of Portsmouth is interested in. The City is concerned about GPS systems directing truck traffic on Chillicothe Street instead of on marked routes within the City. Doug Cade mentioned some GPS companies have come and met with his office but not all. He stated most GPS companies utilize the Location Based Response System (LBRS) data they can receive from ODOT. Discussion about the fact that Scioto County has not yet participated in the LBRS project of ODOT ensued. Mr. Hemmings stated that OVRDC as the Regional Transportation Planning Organization (RTPO) for the region will definitely work with the City of Portsmouth in addressing this problem but he felt based on responses he received the resolution was not needed at this point in time. Mr. Johnson advised the OVRDC Resolution should be corrected to read "between 2nd and 10th Streets" instead of "between 2nd and 12th Streets". Mr. Hemmings stated that he felt we should have the City of Portsmouth present its issue before the Transportation Committee to receive further feedback on alternative methods to address the issue.

A MOTION WAS MADE BY KEVIN JOHNSON AND SECONDED BY DOUG CADE TO TABLE DRAFT RESOLUTION #2014-06-04 AND GET FURTHER FEEDBACK FROM TRANSPORTATION COMMITTEE MEMBERS FOR THE CITY OF PORTSMOUTH TO CONSIDER. THE MOTION PASSED.

(f) Personnel Committee Recommendations

Mr. Proud advised the OVRDC Personnel Committee met today at the OVRDC Office. Members attending were Bob Proud, Blaine Beekman, Rick McNelly, Debora Plymail, Eugene Collins, Shane Wilkin and John Hemmings. Mr. Proud asked for a motion to enter into Executive Session to discuss Personnel Committee recommendations.

A MOTION WAS MADE BY DOUG CORCORAN AND SECONDED BY TOM WHITE TO ENTER INTO EXECUTIVE SESSION. THE MOTION CARRIED.

The Executive reconvened into regular session at 2:50 pm and Mr. Proud asked for a motion to approve the recommendations of the Personnel Committee.

- The Personnel Committee recommended staff salary adjustments of 2% for all employees.

A MOTION WAS MADE BY KEVIN JOHNSON AND SECONDED BY SHARON MANSON TO APPROVE THE RECOMMENDATION OF THE PERSONNEL COMMITTEE, THE MOTION PASSED WITH ONE NO VOTE.

7. OVRDC MEETINGS

The next OVRDC Executive Committee Meeting will be held July 24, 2014 at 1:30 pm at the OVRDC Office in Waverly, Ohio.

8. ADJOURN

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

A MOTION WAS MADE BY KEVIN JOHNSON AND SECONDED BY DEBORA PLYMAIL TO ADJOURN THE JUNE 26, 2014 OVRDC EXECUTIVE COMMITTEE MEETING. THE MOTION CARRIED.

John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

Robert Proud, Chairman