

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

**Minutes**

November 13, 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 November 13th<sup>th</sup> Executive Committee Meeting to order. Mr. Proud welcomed everyone to the meeting held at 1:30 pm at the OVRDC Office in Waverly, Ohio and stated that a quorum was present. Mr. Proud asked Joy Padgett, Deputy Director of the Governor’s Office of Appalachia to lead the attendees in 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 Co. Member-at-Large	<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 type="checkbox"/>	_____
Michelle Miller, Gallia County Member-at-Large	<input checked="" 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"/>	<u>Lynn Stevens, Highland County</u>
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 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 type="checkbox"/>	<input type="checkbox"/>	_____
Shirley Bandy, Pike County Member-at-Large	<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"/>	_____
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 Member-at-Large	<input type="checkbox"/>	<input type="checkbox"/>	_____
Kevin Johnson, City of Portsmouth	<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 type="checkbox"/>	<input type="checkbox"/>	_____

**OVRDC Staff Present:**

*John Hemmings, Executive Director*  
*Juanita Bragg, Finance Director*  
*Kim Reynolds, Planning/Development Director*  
*Sharon Clark, Administrative Assistant*

**GUESTS PRESENT:**

*Joy Padgett, Deputy Director, Governor's Office of Appalachia*  
*Lauren Bowen, Representative for State Treasurer Josh Mandel's Office*  
*Juli Stephens, Representative for Congressman Bill Johnson's Office*

**2. APPROVAL OF MINUTES**

Mr. Proud stated that a draft of the September 19, 2014 Executive Committee Meeting minutes was mailed to members, along with the meeting notice and he asked for any corrections or additions. Mr. Proud then asked for a motion to approve the minutes.

**IT WAS MOVED BY PAUL WORLEY AND SECONDED BY JERRY HALL TO APPROVE THE SEPTEMBER 19, 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 August 31, 2014 Balance Sheet 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 BLAINE BEEKMAN AND SECONDED BY JERRY ZINN TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.**

**4. SPEAKER:**

Joy Padgett, Deputy Director for the Governor's Office of Appalachia was the featured speaker. Mrs. Padgett was formerly the director of Government Relations for Central Ohio Technical College and served as state Senator from 2004 to 2008 and State representative from 1993 to 1999. She also served as the Director of the Governor's Office of Appalachia. Mrs. Padgett stated she wanted to express how impressed she was with how the four Local Development Districts are working together to improve life for the families in each of Ohio's 32 Appalachian counties and the general sense of optimism throughout the region.

**5. DIRECTOR'S REPORT**

John Hemmings, OVRDC Executive Director, referred to the November 2014 Director's Report included in the packet for review by members. Mr. Hemmings advised the 2015 First Round County Caucus Schedule was included in the packet as well as the 2015 Executive Committee Meeting Schedule.

## **6. OLD BUSINESS**

(a) Development Director/Development Specialist Positions

Mr. Hemmings advised Kim Reynolds of OVRDC has been promoted to Planning/Development Director for the agency and Stephanie Gilbert has accepted the position of Community/Economic Development Specialist.

(b) Regional Transportation Planning Organization (Matching funds for Next Application)

Mrs. Reynolds, OVRDC's Planning/Development Director updated members advising we are on schedule having just submitted "Future Conditions" to ODOT for review.

Mr. Hemmings advised ODOT is preparing to issue the second RFP and the response to it may be due before the next OVRDC Executive Committee meeting in January. He requested the ability to provide a letter of match for the response and share it by email with the Executive Committee for approval.

**A MOTION WAS MADE BY JERRY ZINN AND SECONDED BY DEBORA PLYMAIL TO APPROVE THE OVRDC EXECUTIVE DIRECTOR TO CONTACT OVRDC EXECUTIVE BOARD MEMBERS BY EMAIL FOR APPROVAL OF A LETTER FOR MATCH IF NEEDED TO RESPOND TO THE ODOT RFP FOR REGIONAL TRANSPORTATION PLANNING ORGANIZATION FUNDING. THE MOTION CARRIED.**

(c) ARC/EDA FY 2014 Project Package

Kim Reynolds, OVRDC Planning/Development Director referred to the Appalachian Regional Commission FY 2014 Priority Project Package and advised all projects have been approved.

(d) ARC/EDA FY 2015 Project Package Update

Mrs. Reynolds referred to the Appalachian Regional Commission FY 2015 Priority Project Package included in the packet and advised only one application has been received by OVRDC, the Big Bear Creek Waterline Upgrade Project (Scioto County). Mrs. Reynolds stated the counties are in the process of preparing their applications for submission to OVRDC.

(e) Heath Insurance Quote

Mr. Hemmings advised he met with the OVRDC Finance Committee regarding health and dental coverage for OVRDC employees. He advised the Finance Committee recommended remaining with Anthem, but changing to Option D56/Rx8 which increases the deductible with the employer/employee contribution remaining the same, opt-out plan staying the same, and Max105 staying the same except employees take on additional deductible amount caused by switching to the D56/Rx8 plan.

**MOTION WAS MADE BY BLAINE BEEKMAN AND SECONDED BY MAL PAYNE TO ACCEPT THE FINANCE COMMITTEE'S RECOMMENDATION TO CHANGE THE OVRDC HEALTH INSURANCE COVERAGE TO OPTION D56/RX 8, KEEPING EMPLOYER/EMPLOYEE DEDUCTIBLE THE SAME, OPT-OUT PLAN THE SAME, AND MAX105 PLAN THE SAME EXCEPT EMPLOYEES TAKE ON ADDITIONAL DEDUCTIBLE OF D56/RX8 PLAN. THE MOTION CARRIED.**

## **7. NEW BUSINESS**

(a) Joint Economic Development Initiative of Southern Ohio

Mr. Hemmings referred to the handout from the Joint Economic Development Initiative of Southern Ohio (JEDISO) a brochure used to market Jackson, Pike, Ross and Scioto Counties. He explained OVRDC's involvement in the group and how working regionally, JEDISO along with APEG, JobsOhio, Pike County, and the City of Waverly was able to secure Rural King to locate a distribution and retail store in Waverly.

(b) Approval of CEDS Draft Resolution #2014/11-08

Mr. Hemmings referred to Draft Resolution #2014/11-08 authorizing OVRDC to submit the 2014 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 PAUL WORLEY AND SECONDED BY DEBORA PLYMAIL TO APPROVE THE CEDS RESOLUTION #2014/11-08 WHICH AUTHORIZES SUBMISSION OF THE 2014 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)**

(c) 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 2015.

**A MOTION WAS MADE BY SHANE WILKIN AND SECONDED BY PAUL WORLEY 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 2015 UP TO \$65,000. THE MOTION CARRIED.**

(d) Accept Resignation of Executive Committee Member

Mr. Hemmings advised a letter is included in the packet from Tony Applegate, Brown County Commissioner resigning as OVRDC Caucus Chair and designating Commissioner, Daryll Gray to represent the Brown County Commissioners as Caucus Chair.

**A MOTION WAS MADE BY BLAINE BEEKMAN AND SECONDED BY DEBORA PLYMAIL TO ACCEPT THE RESIGNATION OF TONY APPLGATE AS BROWN COUNTY CAUCUS CHAIR AND ACCEPT THE RECOMMENDATION TO DESIGNATE DARYLL GRAY TO REPRESENT BROWN COUNTY COMMISSIONERS AS CAUCUS CHAIR. THE MOTION CARRIED.**

(e) General Fund 2015 Expenditure Budget Approval

Mr. Hemmings advised the Executive Committee approves the General Fund Expenditure Budget and a copy was included in the packet for review. Mr. Hemmings indicated in May of 2014 the counties approved increasing the per capita amount from 17 cents to 18 cents. For 2015 those fees should increase to \$120,188 from \$113,405, the 2014 rate. 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 2015 General Fund Budget as presented.

**IT WAS MOVED BY SHANE WILKIN AND SECONDED BY JERRY ZINN TO APPROVE THE OVRDC 2015 GENERAL FUND BUDGET, THE MOTION CARRIED.**

(f) FY'15 General Fund budget Carry-over to Building Fund

Mr. Hemmings advised in Fiscal 2013 we had a carry-over balance from the General fund of \$18,000 and requested approval to move this carry-over amount to an Operation/Maintenance Fund for the new building since the building warranty will be expiring in July of 2015 and any repairs will then be the responsibility of OVRDC.

**A MOTION WAS MADE BY JERRY HALL AND SECONDED BY PAUL WORLEY TO APPROVE TRANSFERRING THE CARRY-OVER OF \$18,000 FROM THE 2013 GENERAL FUND TO AN OPERATION/MAINTENANCE FUND FOR THE OVRDC BUILDING. THE MOTION CARRIED.**

(g) Personnel Committee Recommendations

Mr. Proud advised the OVRDC Personnel Committee met today at 10:30 am at the OVRDC Office and interviewed three candidates for the OVRDC Research/Planning Specialist position. Mr. Proud asked for a motion to enter into Executive Session to discuss the Personnel Committee recommendations.

**A MOTION WAS MADE BY JERRY ZINN AND SECONDED BY SHANE WILKIN TO ENTER INTO EXECUTIVE SESSION. THE MOTION CARRIED.**

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

**A MOTION WAS MADE BY PAUL WORLEY AND SECONDED BY MAL PAYNE TO ACCEPT THE RECOMMENDATION OF THE PERSONNEL COMMITTEE. THE MOTION CARRIED.**

The recommendation of the Personnel Committee was to hire Malcolm Meyer for the Research/Planning Specialist position at a rate of \$36,000 and with a \$1,000 increase upon successful completion of his six month probationary evaluation. In addition, the Personnel Committee approved an increase in salary for Vinny Wang from \$32,000 to \$34,000. Finally the Personnel Committee approved a one-time \$500 year-end bonus for all existing full-time employees and a \$320 year-end bonus for our one part-time employee.

**8. OVRDC MEETINGS**

The next OVRDC Executive Committee Meeting will be held January 29, 2015 at 1:30 pm at the OVRDC Office in Waverly, Ohio

**9. ADJOURN**

There being no further business Mr. Proud adjourned the November 13, 2014 Executive Committee Meeting.

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John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

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Robert Proud, Chairman