

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

Minutes

January 29, 2015
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 January 29th 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 those present to introduce themselves and he asked Jack DeWeese, Fayette County Commissioner 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"/>	_____
Daryll Gray, 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 type="checkbox"/>	<input type="checkbox"/>	_____
Shane Wilkin, Highland County Commissioner	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doug Cade, Lawrence County Engineer	<input type="checkbox"/>	<input type="checkbox"/>	_____
Rick Griffith, Lawrence County Private Sector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Blaine Beekman, Pike County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ted West, Pike County Commissioner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Shirley Bandy, Pike County Member-at-Large	<input checked="" 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 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 checked="" type="checkbox"/>	<u>Michele Throckmorton, Scioto Co.</u>
Wayne Kempf, Scioto County Member-at-Large	<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*
- Kim Reynolds, Planning/Development Director*
- Sharon Clark, Administrative Assistant*
- Stephanie Gilbert, Community/Economic Development Specialist*
- Holly Brabson, Bookkeeper/Secretary*

GUESTS PRESENT:

Todd Shelton, Representative, Senator Portman's Office

2. APPROVAL OF MINUTES

Mr. Proud stated that a draft of the November 13, 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 RICK MCNELLY AND SECONDED BY PAUL WORLEY TO APPROVE THE NOVEMBER 13, 2014, MINUTES OF THE EXECUTIVE COMMITTEE MEETING. THE MOTION PASSED.

3. FINANCE REPORT

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director to present the Finance Report due to the excused absence of Blaine Beekman, OVRDC Treasurer and Pike County Commissioner. Ms. Bragg advised the November 30, 2014 Balance Sheet was included in the packet for review and indicated Total Assets: \$1,682,783.90, Total Liabilities: \$26,306.04, Total Equity: \$1,656,477.86 with a zero balance. Mr. Proud 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 JERRY ZINN AND SECONDED BY JERRY HALL TO ADOPT THE FINANCE REPORT AS PRESENTED AND THE MOTION CARRIED.

4. DIRECTOR'S REPORT

John Hemmings, OVRDC Executive Director, referred to the January 2015 Director's Report included in the packet for review by members. Mr. Hemmings advised Stephanie Gilbert of OVRDC is taking over the OVRDC Revolving Loan Program and she recently attended the NADO Economic Development Finance Service Peer Networking Conference in Cincinnati for training.

Mr. Hemming's advised OVRDC is continuing to assist the City of Wellston on their GPS project for their sewer and water lines, fire hydrants and manholes. Malcolm Meyer is our new GIS coordinator and is working on this project.

Mr. Hemmings advised Vinton County lost their only grocery store in the county and we are working with them to secure funding to locate a new store in the McArthur area.

Mr. Hemmings attended the Foundation for Appalachia Ohio's Child of Appalachia event on November 13th at which Marianne Campbell of Gallia County was honored. Marianne is a member of the OVRDC Revolving Loan Fund Committee. Mr. Hemmings advised he also attended a meeting in Washington to meet Scott Hamilton, the new Executive Director of the Appalachia Regional Commission (ARC).

Mr. Hemmings also pointed out an attached article from The Lantern, a student daily newspaper at The Ohio State University that featured John "Doc" Allen, former Pike County Commissioner and OVRDC Vice-Chairman.

5. OLD BUSINESS

(a) Regional Transportation Planning Organization

Kim Reynolds, OVRDC Planning/Development Director advised work is being completed on the Plan Recommendations Chapter which is due February 28th. She indicated we are on schedule and Vinny Wang, Research Planning Specialist for OVRDC has taken the lead on this project. Mrs. Reynolds referred to a Press Release included in the packet from the National Association of Development Organizations (NADO) announcing OVRDC, along with the other Ohio RTPO Pilot Programs was awarded the 2014 Excellence in Regional Transportation Award from NADO.

(b) ARC/EDA 2015 Project Package Update

Mrs. Reynolds, referred to the FY 2015 Priority Project Package included in the packet and advised the only change is we have received the Cardiac Monitoring Equipment Upgrade Project from Adams County in our office for review.

(c) OVRDC New Employees

Mr. Hemmings discussed recent staff changes and referred to a listing of staff included in the packet. He then introduced Stephanie Gilbert, who was recently promoted to Community/Economic Development Specialist and Holly Brabson who accepted the Bookkeeper/Secretary position replacing Stephanie. Malcolm Meyer has replaced Jason Gillow as Research/Planning Specialist, but he was at an out-of-town meeting and unable to attend the Executive Committee meeting today.

6. NEW BUSINESS

(a) Nominating committee Report

Mr. Proud introduced Jack DeWeese, Fayette County Commissioner and Chairman of the OVRDC Nominating Committee. Mr. DeWeese advised the Nominating Committee met today prior to the Executive Committee Meeting at 1:00 pm and members present were Mr. DeWeese, Eugene Collins (Scioto County) and Debora Plymail (Adams County). Mr. DeWeese presented the slate of officers chosen during this meeting which are to be considered during the March 2015 Full Commission Meeting. They are: Bob Proud, Clermont County Commissioner as Chairman, Shane Wilkin, Highland County Commissioner as Vice-Chairman and Blaine Beekman, Pike County Commissioner as Treasurer. Mr. Proud asked for a motion to accept the slate of officers.

A MOTION WAS MADE BY JACK DEWEESE AND SECONDED BY TOM WHITE TO ACCEPT THE NOMINATING COMMITTEE RECOMMENDATION FOR THE SLATE OF OFFICERS FOR 2015-2016 TO BE PRESENTED FOR CONSIDERATION DURING THE MARCH 27, 2015 FULL COMMISSION MEETING TO BE HELD IN GALLIPOLIS, OHIO. THE MOTION CARRIED.

(b) 2015 Agency Budget Approval

Mr. Proud introduced Juanita Bragg, OVRDC Finance Director. Ms. Bragg referred to the Annual Budget for the Fiscal Year of January 1, 2015 – December 31, 2015 included in the meeting packet indicating the total budget for 2015 is \$700,343. Mr. Proud asked for a motion to approve the annual budget.

A MOTION WAS MADE BY DEBORA PLYMAIL AND SECONDED BY TOM WHITE TO APPROVE THE OVRDC ANNUAL BUDGET FOR THE FISCAL YEAR OF JANUARY 1, 2015 TO DECEMBER 31, 2015 AND THE MOTION CARRIED.

(c) OVRDC RLF Current Loan Modification

Mr. Hemmings and Stephanie Gilbert advised they wish to restructure an existing OVRDC RLF Loan that is in default rather than foreclose on the company, because the bank has priority position on all the assets. If OVRDC would foreclose, OVRDC would pay all the legal expenses and the bank would get the lion's share of the assets, which fiscally isn't sound. The company, which makes countertops, fell on hard times during the recent US economic recession and has not been making payments to OVRDC. Previous attempts to restructure the loan were not successful and we are now just trying to recover our money. Mrs. Gilbert indicated the original loan was \$80,000 (financed by ARC and EDA equally) and the balance of loan is now \$58,831 (\$29,415.50 owed to ARC fund, \$29,415.50 owed to EDA fund). She indicated that the recommendation of the Revolving Loan Committee is to change loan agreement to extend the loan 151 months starting February 27, 2015 and payments will be \$496.48 monthly, which is roughly half of the current payment due. The Company felt they could meet these payments and Mrs. Gilbert will follow-up with them monthly.

A MOTION WAS MADE BY JERRY ZINN AND SECONDED BY MAL PAYNE TO APPROVE THE RECOMMENDATION OF THE LOAN REVIEW COMMITTEE TO MODIFY THE RLF LOAN BY CHANGING LOAN AGREEMENT TO EXTEND THE LOAN BY 151 MONTHS STARTING FEBRUARY 27, 2015 AND PAYMENTS TO BE \$498.48 MONTHLY, RATHER THAN FORECLOSURE. MOTION CARRIED.

(d) RTPO Continuation Draft Resolution #2015/01-01

Mr. Hemmings referred to Draft Resolution #2015/01-01 authorizing the OVRDC Executive Director to submit a response to the ODOT Regional Transportation Planning Organization (RTPO) Request for Proposal for a two year \$300,000 total project cost; \$270,000 through the RTPO program and \$30,000 in match from OVRDC.

A MOTION WAS MADE BY PAUL WORLEY AND SECONDED BY JACK DEWEESE TO APPROVE DRAFT RESOLUTION #2015/01-01 WHICH AUTHORIZES THE EXECUTIVE DIRECTOR OF OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION (OVRDC) TO SUBMIT A RESPONSE TO THE ODOT REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RTPO) REQUEST FOR PROPOSAL FOR UP TO A \$300,000 TWO-YEAR PROJECT; REQUESTING UP TO \$270,000 THROUGH THE RTPO PROGRAM AND PROVIDING MATCHING FUNDS IN THE AMOUNT OF UP TO \$30,000 FROM OVRDC LOCAL REVENUE SOURCES. THE MOTION CARRIED.

(e) Fiscal Year 2015 Federal Budget Summary

Mr. Hemmings referred to a publication included in the packet from the National Association of Development Organizations (NADO) which outlines the \$1.013 trillion continuing resolution (CR/omnibus spending package for the remainder of fiscal year (FY) 2015.

(f) OARC 2015 Public Policy Agenda

Mr. Hemmings included in the packet the 2015 Public Policy Agenda from the Ohio Association of Regional Councils (OARC) for review by the Executive Committee members and asked for comments from members prior to his attendance at the next OARC Executive Director's meeting on February 25, 2015.

(g) Authorization to enter into Contract with JCEDB

Mr. Hemmings advised the Jackson County Economic Development Board (JCEDB) approached him about OVRDC conducting a GIS study to identify possible 200-300 acre industrial/commercial property locations in Jackson County. The study would begin March 1 and be completed in six months for a cost of \$7,000. Mr. Hemmings asked the Executive Committee to enter into the contract with JCEDB.

A MOTION WAS MADE BY JERRY HALL AND SECONDED BY RICK MCNELLY TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE JACKSON COUNTY ECONOMIC DEVELOPMENT BOARD TO PROVIDE A GIS STUDY OF POSSIBLE 200-300 ACRE INDUSTRIAL/COMMERCIAL PROPERTY LOCATIONS IN JACKSON COUNTY FOR A COST OF \$7,000 BEGINNING MARCH 1, 2015 AND ENDING IN SIX MONTHS. THE MOTION CARRIED.

(h) Authorization to enter into contract with City of Jackson (CDBG)

Mr. Hemmings advised the City of Jackson will be needing the assistance of OVRDC to administer CDBG grant funds. Mr. Hemmings asked the Executive Committee for approval to enter into contract with the City of Jackson in the amount of \$10,000 to provide such administration.

A MOTION WAS MADE BY JERRY HALL AND SECONDED BY PAUL WORLEY TO AUTHORIZE THE OVRDC EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE CITY OF JACKSON TO ADMINISTER THEIR CDBG GRANT IN THE AMOUNT OF \$10,000. THE MOTION CARRIED.

(i) Final EDA Regulations

Mr. Hemmings included for review information from NADO regarding the Final EDA Regulations amending the Comprehensive Economic Development Strategies (CEDS) Guidelines. Mr. Hemmings advised he will review the guidelines and possibly revise the OVRDC Bylaws to incorporate the changes.

8. OVRDC MEETINGS

The next OVRDC Executive Committee Meeting will be held February 26, 2015 at 1:30 pm at the OVRDC Office in Waverly, Ohio

9. ADJOURN

There being no further business Mr. Proud adjourned the January 29, 2015 Executive Committee Meeting.

John W. Hemmings III, Executive Director & Commission Secretary

APPROVED:

Robert Proud, Chairman