

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, February 4, 2019**

BOARD MEMBERS PRESENT: Bolser, Frame, Golden, Leisure, Parker, Templin, Turner, Warner, Yaeger, Zaleski

BOARD MEMBERS ABSENT: Salazar

STAFF PRESENT: Shaffer, Doty, Mitchell, Geres

GUESTS PRESENT: Crist, Duane – Indiana American Water
Dunlap, Nick - Citizen
McClane, Brenda – Hometown Media Group
Sowers, George – EDC Attorney
Truitt, Jason – Palladium-Item

CALL TO ORDER

Board Chair Robert Warner called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:00 p.m. on Monday, February 4, 2019 in the EDC board room.

APPROVAL OF MINUTES

Warner stated the minutes from the January 7, 2019 board meeting were on pages 2-6 of the board packet. *Motion by Parker, second by Frame to approve the January 7, 2019 minutes as presented. Motion carried.*

TREASURER'S REPORT

February 2019 Financial Report

Templin provided the treasury report. He reported the committee met on January 31st to review the January general ledger. He reported the salaries have been budgeted according to pays per month, but the rest of the budget was divided by 12 for each month. He reported on being under budget \$9,587.87 MTD and YTD. *Motion by Parker, second by Turner to approve the January 2019 financials. Motion carried.*

COMMITTEE REPORTS

- A. Executive Committee** – Warner reported the committee met on January 31, 2019 and discussed Elder-Beerman, Opportunity Zones, and the Brady Ware and BSE Partners engagement letters.
- B. Industrial Park Committee** – Mitchell reported Elijah Welch was the committee chair this year and that she would provide the Industrial Park Committee reports. She reported the committee discussed MIP planning with Todd Thomas. He reported there are 4 wetlands that emerged because of broken field tile and estimates the repairs at \$2,000/tile and there is a beaver dam contributing to the wetland around the railroad and estimates that repair at \$10,000. With the assistance from Beals-Moore, bids would be prepared to review at the next committee meeting. She also reported the staff internally reviewed reports of Phase I and found that the Environmental Phase I was completed 25 years ago and didn't include an archaeological review. The committee approved completing a new Phase I on the remaining acreage. She reported on the farm lease with Tom

Hutchings allowing him to farm the land. The Board of Works approved us to move forward with leasing it to him. Lastly, she reported on the WWRSD and that they received updated pricing from Connersville.

EDC STAFF REPORTS

Geres – Geres reported on completing the cost of living survey, filing the business entity report, attending a Richmond Art Museum marketing and membership committee meeting, touring the Matthews facility with Mitchell, Shaffer, Max Worland, and Paul Lingle, working with Optivise IT to install her and Doty's new computers (which are laptops with docking stations,) scheduling meetings for Valerie, working with SignGrafx on a 'land available' sign for MIP Phase II, attending the Wayne County Area Chamber of Commerce annual dinner with staff, Bob Warner and Larry Parker, attending the Blue Buffalo tour with staff and Bob Warner and Chad Bolser from the board, providing a treasurer orientation to Randy Templin, and working with Webb and Associates to complete the 1099s by the deadline.

Mitchell – Mitchell reported working with the Wayne County schools on the Find A Job Friday schedule, which is where employers come to the schools' lunch hours to answer any questions about employment with their company. There are 8 participants this semester. She reported on meeting with Purdue MEP on new initiatives. She reported on completing the exit interview with the regional stellar group. She reported the Indiana Bond Bank has a Flipping Finance Challenge where they will bring together federal and state funding agencies.

Doty – Doty reported on working with Shaffer, Mayor Snow, and Commissioner Paust on a press release for the former Elder-Beerman building purchase. She posted the release on our website, LinkedIn and emailed it to her media list. She reported on meeting with Angel Groves and Mary Walker of the Tourism Bureau and Ed DeLaPaz of the Wayne County Area Chamber of Commerce to create a unified response for people looking to relocate to our area. They plan to meet again to further discuss this topic and plan to create a packet or brochure that all partners can use. She also plans to meet with more partners to discuss ways to collaborate. She reported that Valerie and her met with the Hoosier Opportunity partners to discuss working with OnVine Media to create short videos for companies. She reported the marketing committee meeting is coming up on Wednesday. She reported a soft launch of the HomeInWayne.com website will be late this week and will be a work-in-progress. Lastly, she reported on attending her first Center City Development board meeting.

Shaffer – Shaffer furthered on Geres' report on the Cost of Living Index and added that we have a widget on our EDC website that allows individuals or employers to compare the cost of living in Wayne County to other cities that participate in the survey. The widget will be added to the Home in Wayne website as well. She reported new business development activity included a new lead from the East Central Indiana Regional Partnership – Project Fulcrum, which included a two-phase RFI to complete. She is working with four existing companies on expansion projects and completed one BRE visit. She toured Matthews with Mitchell and Geres from staff and Max Worland and Paul Lingle from Coldwell Banker Lingle. The EDC will be sending out an e-blast to the site selector and local business list through Mailchimp in hopes to receive leads and set up site visits for the facility. She is waiting to hear back from the HR team on their plan for displaced workers through July. She reported on touring Blue Buffalo with staff, Bob Warner, and reported Chad Bolser was there with his Ivy Tech team too. They are up to 109 full-time employees and aspire to hit 160+ and will add shifts throughout 2019. They were complementary of the workforce and added the acquisition by General Mills should not impact any plans locally. She reported on attending the Eastern Indiana Human Resources Association board meeting and plans to present to the group in March on an overview of the EDC, what we do and why,

Hoosier Opportunity, Home in Wayne, Certified Work Ready Community and WorkKeys as a skills assessment, Next Level Jobs, and the Indiana Department of Corrections initiative to certify inmates and connect to local parole officers to find candidates for employment. Lastly, she reported the EDIT grant ad hoc committee, which is comprised of herself, Mitchell, Bob Warner, Tim Frame, and Chad Bolser, met to discuss changes to the wage threshold, tighten up the industry sectors, and plans on how to handle start-up operations. She plans to draft new guidelines, send to George Sowers and the committee for review, then to the board for approval, and finally to the Wayne County Commissioners for approval.

OTHER BUSINESS

A. Elder-Beerman Purchase Discussion

Shaffer reported Doty sent out communication to the board about the Elder-Beerman purchase and reminded the board she had sought and gain their approval at the September 2018 board meeting for the authorization to enter into negotiations and a purchase agreement in order to gain control of the development of the building. She reported no funds were used from the EDC's operating budget, that the money would come out of the consolidated EDIT fund. The EDC will manage the utilities and vendors by writing a claim to the county for payment. The Wayne County Buildings and Grounds department will manage any issues and repairs. There are plans to do a walk-through again and develop a maintenance plan. The EDC will begin to market the property and Geres will add it to the EDC website and market digitally, similar to the work she is doing on the Matthews Aurora facility, to both the local business list and site selector list in Mailchimp. She added the EDC, City of Richmond, and Wayne County are not intending to develop but are looking for a redeveloper and will work alongside the EB taskforce to strategize on how to market the property. The decision to purchase the property was not the EDC's alone, but rather the partnership with the City of Richmond and Wayne County. Due to negative experiences that the city/county has had in the past on vacated properties being bought and not redeveloped, it was decided the risk needed to be taken to purchase the property and secure its future. She reported there are door alarms and plans to reactivate the security system, no plans to revamp it any way, just maintain it, and she doesn't intend to put money into it without a long-term plan. The board questioned the timeline and when to decide if it is not a viable property and whether it should be demolished. Shaffer stated at minimum to give two years to try and market it to a redeveloper. The board discussed the need to better inform the public that this was not an EDC decision alone, that there was a task force consisting of both city and county officials that decided on the purchase.

B. Opportunity Zone Proposal

Shaffer reported there was an additional handout on the table that described in detail what an opportunity zone is and explained that Richmond has two tracts that have designated as Opportunity Zones: tracts 2 and 9. The City of Richmond, Wayne County Area Chamber of Commerce, Center City Development Corporation and EDC met together and decided to hire Thomas P. Miller and Associates, an economic development consulting firm, to put together a plan to help us better prepare ourselves to market these Opportunity Zones and will include a well articulated plan, adapt local development plans and incentives, and identify sites to secure. She reported there are over 8,000 zones across the United States and 156 in Indiana in 83 different cities. The board asked how the zones were established and she reported there was a call for proposals and she worked with the City of Richmond to submit tracts 2 and 6 (area of the Midwest Industrial Park) but the state had the final authority and chose 2 and 9. This is a two-phase project and the major deliverables in phase one are an asset map and land use overview and phase two will include a workshop for local businesses and investors on the key steps needed to take advantage of this investment opportunity. She reported the contract is for \$40,000 but she is only seeking the boards approval for a \$10,000 commitment with the City of Richmond planning to contribute \$25,000

and the Chamber seeking or contributing \$5,000. There were discussions on whether to wait for the City's comprehensive plan to finish up and Shaffer reported that will take 9 months and part of the opportunity zone caveat is that for an investor to take full advantage of the plan, they must invest before the end of the year, so there is no time to wait for the city's comprehensive plan to be completed. *Motion by Zaleksi, second by Frame, to approve the \$10,000 commitment from the EDC for the contract as presented. Yaeger opposed. Motion carried.*

C. Brady Ware and BSE Partners Engagement Letter for Audit 2018

Geres reminded the board that Jeff Jackson had resigned from the board due to the merger of Rodefelf, Kassens, and North and Brady Ware and how that created a conflict of interest for Jennifer North to complete our audit as the firm completing the audit needed to be an independent firm. Being that Jeff Jackson was on the board last year in 2018 (the year that will be audited this year,) Jennifer North reached out to a firm in her association of accountants to engage in the audit for 2018, BSE Partners. Jennifer will still complete all the work as she has done in the past and will review our reports internally, will create a draft, and then send the work to BSE Partners for review and their final approval. The costs will remain in line with her 2% increase over last year's costs with \$1,500 going to BSE Partners and \$4,875 going to Brady Ware. *Motion by Turner, second by Bolser to approve the engagement letters as presented. Motion carried.*

ADJOURNMENT

Warner adjourned the meeting at 5:04 p.m.

**NEXT BOARD MEETING – Monday, March 4, 2019
at EDC of Wayne County, Richmond, Indiana at 4:00 pm**