

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, March 6, 2017**

BOARD MEMBERS PRESENT: Elzemeyer, Frame, Jackson, Leisure, Parker, Salazar, Warner, Witte, Yaeger

BOARD MEMBERS ABSENT: Barrett, Russell, Upchurch

STAFF PRESENT: Shaffer, Doty, Henry, Geres

GUESTS PRESENT: Brunton Jr., Mark – Better Homes and Garden First Realty Group
Harrington, Mark – Vandor Corporation
Oler, Ron – Richmond Common Council
Plasterer, Jeff – Wayne County Council
Shuey, Mickey – Palladium-Item
Sowers, George – EDC Attorney
Takada, Kenji – TBK America, Inc.

CALL TO ORDER

Board Chair Jackson called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:02 p.m. on Monday, March 6, 2017 in the EDC board room.

APPROVAL OF MINUTES

Jackson stated the minutes from the February 6th, 2017 board meetings were on pages 2-4 of the board packet. *Motion by Witte, second by Frame to approve the February 6th, 2017 minutes as presented. Motion carried.*

TREASURER'S REPORT

Elzemeyer reported on being under budget \$11,661.16 MTD and \$14,858.50 YTD. He reported on showing a credit in the unemployment tax line item due to receiving a refund for the rate change. He also reported on items over budget for the month and year and that they would catch up in a few months. He reported on account balances: operating - \$231,167.76, grant administration income - \$5,931.60, and escrow - \$5,034.15. *Motion by Parker, second by Warner to approve the February 2017 financials. Motion carried.*

COMMITTEE REPORTS

- A. Finance** – Elzemeyer reported the finance committee met on March 3rd and reviewed the February financials and general ledger.
- B. Executive** – Jackson reported the executive committee met on March 3rd and discussed the EDIT applications for Vandor Corporation and TBK America, Inc., extended the Sugar Creek incentive agreement, and discussed the office lease.
- C. Industrial Park** – Warner reported the industrial park committee met on February 9th to act as the architectural review committee for new construction in the industrial parks. They reviewed the New

Holland construction in the Midwest Industrial Park and voted to approve the plans subject to review of the lighting and sign plans. They also reviewed the plans for a new maintenance building for Taconic in the Indiana Gateway Industrial Park. The committee approved those plans as well subject to a drainage report.

- D. Marketing and Communication** – Doty reported the marketing and communication committee met on March 1st and reminded the board the committee meets quarterly. She reported they discussed the talent recruitment website, Indiana magazine ad, Liveability magazine and distribution ideas, and received updates on Brightside and social media.

EDC STAFF REPORT

Geres – Geres reported on receiving several requests for data and referred to her written report for the full list. She reported on researching the needed data for the key performance indicators we are required to track demonstrating the success of Wayne County and the EDC. She reported on submitting properties for Projects Patrick, Wind, Dot, Pipeline and Lasso with Pipeline and Lasso requiring RFI's. Lastly, she reported putting a hold on the shovel ready re-certification with OCRA for GIP and MIP until the wastewater issue is worked out in the GIP and until we see how Project Stormtrooper develops in the MIP as additional costs are necessary to comply with the updated soil boring requirements. Reports for MIP would also need revised after the Blue Buffalo development.

Henry – Henry reported on attending the Excel Center's reverse job fair where 5 of the 20 students received employment offers. He said next time they hold a job fair, the school's director, Tyler Stewart, would like to open the fair up to the public. Henry reported on working with the Wayne County Area Chamber of Commerce's Business Education Committee on two job fairs – one at RHS for Richmond students and one at Centerville for all other county schools. So far 27 employers are registered. Henry will be presenting the talent recruitment website to the students at breakout sessions at the job fair. He reported on working with the Richmond Area Career Center who is interested in looking to expand and grow their engineering department. They are looking for Henry to identify companies who will offer internships with real-life work experiences. He also reported working with the Education Advisory Council on a Lily grant for a comprehensive counseling initiative at all Wayne County schools. Lastly, he reported on community networking, attending 10 BRE visits, working with 5 companies in the project stage, and 10 companies in compliance.

Doty – Doty further reported on the Indiana magazine ad saying that it is divided up amongst industry sectors and not geographically. We will have a dedicated page in the food processing section toting our cost of living and ideal location. She reported her plans to feature an available property once per month in an e-blast to site selectors. She reported on the new Brightside story about the grant that the radio and television program at RHS received, giving them the ability to buy new equipment, including a drone and rolling production cart. She reported on working on the news release for the Richmond Casting. Lastly, she reported on working with the marketing firm on the talent recruitment website.

Shaffer – Shaffer reported activity has picked up since the last quarter, with five new projects initiating in March. Two of the five required RFI's and Shaffer praised Geres for her abilities in completing these with little to no assistance. She reported Project Stormtrooper is still active and is planning another site visit to lot 2, directly east of Blue Buffalo. She reported on an increased activity in BRE projects. In 2016 we saw zero BRE projects and two new attraction projects, but this year, we've had one BRE project approved last month, two under consideration this month, and another three in the negotiating phase. She reported the Board of Works has approved the farm lease with Tom Hutchings that the EDC board had approved

at the last meeting. She reported on working with local contractors/developers to produce a spec/shell building with just walls and a gravel floor. She has been working with Beals-Moore on land usage in the Midwest Industrial Park to carve out more usable acres for development. She will be working with Bob Warner and the Industrial Park Committee to develop an RFP for the spec building. Lastly, she reported there has been no new activity to report from the WWRSD, that they are still moving forward with their own plant expansion.

OTHER BUSINESS

A. EDIT Application #17-186

Henry reported on EDIT application #17-186 for Vandor Corporation. Mark Harrington was present from the company to answer any questions. Vandor is requesting a \$26,000 EDIT grant for assistance with a new production line for low-end hardwood caskets. The project will create 30 new jobs, with the one management position paying \$40,000 - \$50,000 per year and the other 29 positions paying \$11-\$15 per hour. This will bring their total employment up to 156 by 2018. The company is investing \$1.8M into the project. They were previously awarded 3 other EDIT grants in 2010, 2011, and 2014. All three projects created 76 positions and all have been retained. *Motion by Elzemeyer, second by Frame to approve EDIT application #17-186 for Vandor Corporation for \$26,000 out of the consolidated EDIT fund. Motion carried.*

B. EDIT Application #17-187

Shaffer reported on EDIT application #17-187 for TBK America, Inc. President Kenji Takada was present to answer any questions. TBK is requesting a \$27,000 EDIT grant for assistance with a new production line for oil pumps. The project will create 21 new positions paying a range of \$12-\$15 per hour. This will bring their total employment up to 82. The company is investing over \$1.8M into the project. They were previously awarded an EDIT grant in 2008 for electrical work done by RP&L that was paid directly to the utility. *Motion by Frame, second by Witte to approve EDIT application #17-187 for TBK America, Inc. for \$27,000 out of the consolidated EDIT fund. Motion carried.*

C. EDC Office Leases

Shaffer reported on the opportunity to lease space in The Depot. After several months of discussions with the executive committee and negotiations with BHG First Realty Group, owners of The Depot, an offer was proposed for free buildout, free internet and VOIP, free utilities, free rent through the end of 2017, and then a base rent of \$2,800 per month through 2020. Total savings from the move through 2020 are \$14,529.44 less the \$3,200 deposit and any moving costs. The move will allow the EDC to be part of the revitalization of the Depot District, and see the marketing aspects of being located in the cultural area, and in close proximity to industry, rail, and highways. Shaffer presented two resolutions. One allowing her to enter into a short-term lease with Wayne Bank through June 2017 and the other allowing her to enter into a lease with BHG First Realty Group through December 2020. *Motion by Yaeger, second by Elzemeyer to approve the resolution for The Depot lease. Frame abstained. Motion carried. Motion by Parker, second by Leisure to approve the resolution for the Wayne Bank lease. Motion carried.*

ADJOURNMENT

Jackson adjourned the meeting at 4:59 p.m.

**NEXT BOARD MEETING – Monday, April 3, 2017
at EDC of Wayne County, Richmond, Indiana at 4:00 pm**