

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, July 12, 2021**

BOARD MEMBERS PRESENT: Cenova, Frame, Johnson, King, Salazar, Tanner, Templin, Turner,

BOARD MEMBERS VIRTUAL: Robinson

BOARD MEMBERS ABSENT: Bolser, Parker, Zaleski

STAFF PRESENT: Shaffer, Doty, Lindsey, Mitchell

GUESTS PRESENT: Sowers, George – EDC Counsel
Saunders, Gary – Wayne County Council
Crist, Duane – IAW (virtual)
Emery, Millie – Hometown Media Group (virtual)
Borgsdorf, Doug – Primex Design and Fabrication

I. CALL TO ORDER

Board Chair Randy Templin 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, July 12, 2021.

II. APPROVAL OF MINUTES

Templin stated the minutes from the June 7, 2021 board meeting are on pages 2-5. No corrections are noted. *Motion to approve June 7th minutes as presented by Tanner, second by Frame. Motion carried.*

III. TREASURER'S REPORT

June 2021 Financial Reports

Lindsey reported we were under budget by \$6,787.92 MTD and under budget by \$69,677.97 YTD for June. Lindsey stated we are over budget for the month in Contractual Prof, Gasoline, Printed Office, Office Supplies, In-House Supplies, and Insurance Liability but will even out by year-end. Outside Services is over, but we needed to pay two invoices in June because of due dates.

Motion to approve the June 2021 financials as presented by King, second by Turner. Motion carried.

IV. EXECUTIVE COMMITTEE REPORTS

Templin asked Sowers to explain the participation in board meeting by electronic means policy. Sowers explained that due to changes in the Indiana statute regarding public meetings, the EDC needs to have a written policy covering virtual meeting options. Sowers tried to stay as close to the requirements but simplified them for EDC use. Stipulations include at least 50% of the board must be present in-person and one could participate virtually to constitute a quorum. The board members participating virtually must be able to be seen and heard. If the board is taking final action on items related to budget or personnel reduction, members must participate in-person for the vote to count. Sowers stated the minutes must reflect who participated in what manner and all votes must be completed with roll call. Lindsey indicated the participation change was made with June's minutes. Sowers stated board members must notify board chair and EDC staff by noon on Friday of their intent to participate and by what means. A first-come first-served basis will be used for requests to participate virtually. King asked if the change applied to committee meetings and Sowers stated no. Salazar asked what would happen if members do not comply with the notification process. Shaffer stated it would have to be

addressed with the member's appointing body. Frame stated it seems we must comply. Sowers stated the policy is as simple as possible to comply with the statute.

Motion by Turner, second by Salazar to approve the Policy for Participation in Board Meetings by Electronic Means. Motion carried.

Templin stated we need to invest in the technology for the board members to be seen and heard. The quote from Opti-Vise is not cheap. Shaffer stated we will also be reaching out to Doug Goss at Wayne Bank and Rick Funk with Wilco for quotes. Tanner stated we should get in touch with Suzy Marcum at Reid Health as they just installed new technology. Shaffer indicated we were told by our current provider that it is an 8-to-12-week delivery time, so we do not want to wait until the next board meeting for approval to purchase. Templin stated we are looking to approve a cap of \$11,000 for purchase and installation of video and sound equipment for the conference room.

Motion by Tanner, second by Frame to approve the purchase and installation of video and sound equipment with a cap of \$11,000. Motion carried.

V. EDC STAFF REPORTS

Lindsey – Lindsey reported she completed normal financial work. She stated she completed the applicant packages and supplied the requested information for the OCRA Round 3 Grant program. Val will have some additional information regarding the program in her report. Lindsey stated she has begun work on the 2022 budget. Shaffer stated we will be meeting with Wayne County Council to present the budget on August 4th.

Doty – Doty reported there is a copy of the Home in Wayne (HiW) viewbook for the board. These will be given to employers and EDC partners for distribution. We are continuing work on the social media campaign for HiW. Doty reported work is ongoing for the issues with the Hoosier Opportunity (HO) website. We are meeting with our partners on the program to determine next steps to correct the problem.

Mitchell – Mitchell reported there was no Industrial Park meeting in June. Commonwealth Engineering is working on the Preliminary Engineering Report (PER) for the Richmond Sanitary District upgrade for the Midwest Industrial Park (MIP). City of Richmond is working on a PER for the Gaar Jackson Rd expansion. Mitchell reported that Cambridge City is working with Wessler Engineering looking at financing for the water project. Mitchell said they have an OCRA grant for a portion of the cost for Phase I. Mitchell reported IDEM approved the 2 board seats and Val will have more information in her report. Mitchell stated Valerie and she will review the final draft of the housing study to make sure all corrections have been completed. It will then be ready for distribution.

Shaffer – Shaffer reported the OCRA Round 3 Grant Program funded \$324,377 to 38 businesses in grant awards ranging from \$3,000 to \$10,000. Salazar asked about a list of recipients and Shaffer reported there is a listing in the press release found on the EDC website. Shaffer stated with the housing study almost ready for distribution we should see movement on the Elder Beerman property. We have 3 parties interested in the property and the City is going to have to decide with which route to proceed. Shaffer reported work with the READI program continues. The call for projects will be going out soon. Shaffer stated Sherrilyn Johnson will be sitting on the committee with her to represent Wayne County. Johnson reported the timeline is aggressive for project submissions. The committee must submit the plan for our region by Aug 31st.

VI. OTHER BUSINESS

a. Primex Plastics EDIT Grant Application #21-205

Shaffer introduced Doug Borgsdorf from Primex Design and Fabrication. Shaffer stated the operation, is purchasing a new digital printer. This is a \$1.3M investment that will expand their business. The equipment will create 6 new jobs and retain 12 jobs. Borgsdorf stated it will take their capability from 200

sheets every 4 days to 300 sheets per hour. Borgsdorf stated there will be on-site training completed on the equipment, which is coming from a provider in Denmark. He invited the group to come and see the equipment when it is up and running. Shaffer stated Primex is requesting a \$20,000 EDIT grant to help with the project. Shaffer stated the project is in line with our formula and if the board approves, she will present to the Commissioners.

Motion by Cenova, second by Turner to approve EDIT Grant #21-205 for Primex Design and Fabrication in the amount of \$20,000. Motion carried.

b. Western Wayne Regional Sewer District Financial Contribution

Shaffer reported the 5-year sewer expansion journey for the Gateway Industrial Park (GIP) is almost complete. Western Wayne Regional Sewer District Board has a plan in place for expansion that will take capacity from 1.2 mgd to 1.8 mgd. This will allow for Sugar Creek expansion and will give the EDC the ability to market the undeveloped 97 acres in the GIP. IDEM has approved the addition of 2 board seats to the sewer board. These seats will be appointed by Wayne County government and allows \$1M commitment from Wayne County for the project to move forward.

Shaffer stated the Indiana Finance Authority needs confirmation of secured funding before they will finance the project. Shaffer stated Wayne County Council and the Commissioners will fund the project with \$200,000 from redevelopment commission, \$400,000 from the county's EDIT fund and \$400,000 from Consolidated EDIT. Turner asked about longevity of the project. Shaffer indicated that based on their best guess projections, the capacity is sufficient. Tanner asked construction time and Shaffer stated up to 2 years. Frame asked the cost of the project and Shaffer recalls from memory around \$18M. Frame asked about water capacity and Shaffer replied they are looking at options with 4 phases of improvements to address that as well. Phase II would look at water capacity in GIP with installation of a new water tower.

Motion by Frame, second by Salazar to approve of \$400,000 from Consolidated EDIT fund to be used for the Western Wayne sewer project. Motion carried.

VII. ADJOURNMENT

Templin adjourned the meeting at 4:47 p.m.

NEXT BOARD MEETING – Monday, August 2, 2021 at 4:00 p.m.