

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, August 5, 2019**

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

BOARD MEMBERS ABSENT: Bolser, Salazar, Yaeger

STAFF PRESENT: Shaffer, Doty, Mitchell

GUESTS PRESENT: Crist, Dewayne – Indiana American Water
McClain, Brenda – Western Wayne News
Sowers, Geoge – EDC Attorney
Thurlow, Kim – Ivy Tech
Truitt, Jason – Palladium-Item
Turner, Gary – Richmond Common Council

I. 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 4:01 p.m. on Monday, August 5, 2019 in the EDC board room.

II. APPROVAL OF MINUTES

Warner stated the minutes from the June 10th, 2019 board meeting were on pages 2 - 4. *Motion to approve June 10th minutes as presented by Leisure, second by Zaleski. Motion carried.*

III. TREASURER'S REPORT

June and July 2019 Financial Reports

Templin provided the treasury report. For the month of July he reported the EDC was under budget \$5,337.16 MTD and under budget \$67,149.73 YTD. Templin reported there were three payrolls in July. The EDC also received a credit from the state for travel and assistance with promoting the state of \$6,000. Advertising & PR remains significantly under budget but projects are coming soon. *Motion by Frame, second by Parker to approve the June and July 2019 financials as presented. Motion carried.*

IV. COMMITTEE REPORTS

- A. Executive Committee** – Warner reported the executive committee met on June 27th and August 1st. Main topics included updates on Western Wayne Regional Sewer District (WWRSD), industrial expansion and work being done regarding the Elder Beerman building through RQAW.
- B. Industrial Park Committee** – Mitchell reported the committee met and continues to discuss MIP Phase I planning, and WWRSD. The Phase 1 environmental site assessment conducted in Phase I of MIP is complete and no further action is required, moving forward with geo-technical studies. Work continues on wetland mitigation on lots 2,5,6 and 7.
- C. Marketing and Communication Committee** – Doty reported the committee met and discussed proposals received from DCI regarding talent recruitment and retention efforts. The committee requested references be checked for DCI. Those have been completed and came back very positive. The committee will meet in August but changed the date to the 15th when Ashley Sieb of Ashley Sieb Marketing can address the group.

V. EDC STAFF REPORTS

Doty – Doty reported work is moving forward on the whywaynecounty.com website including updates by IronGate Creative as well as data updates. Doty also checked links on the website to make sure they're still functioning. Also working with photographer Joshua Smith to build quality of life library for use in ads, social media and on websites. Working with Ashley Sieb on a potential proposal. Conducted DCI reference checks per the Marketing and Communication Committee's request.

Mitchell – Mitchell reported she coordinated with the Wayne County Chamber of Commerce and Forward Wayne County and representatives from Wayne County schools to talk about programs being offered for workforce development. She worked on two housing projects – Fairview project looking at building 6 homes and the former Nicholson project as well as scattered housing. She worked on WorkKeys testing plans for fall. She reported she has 8 employers participating in Find a Job Fridays at the schools. Under Business Retention and Expansion she worked with interested parties looking to develop a transloading facility in Richmond. Went on 13 BRE visits and working with 5 expansion projects.

Shaffer – Shaffer reported for June and July there were 4 new attraction projects. Project Catch, the Japanese investment project that came for a site visit is temporarily on hold. The company doesn't feel the sales volume is high enough yet to make a U.S. site decision. Shaffer reported she is confident we will remain on the short list. Shaffer provided an update on Opportunity Zones saying they are getting into discussions about potential uses of properties in the Zone. The Thomas P. Miller team will make another visit to Richmond. The expectation is the project will be wrapped up by Labor Day. While the project time line is a little behind Shaffer reported she is learning from conferences that our community is still ahead of others. Shaffer reported the county entered a contract with RQAW to perform a reuse study on the former Elder Beerman building. As part of the work the consulting firm will provide a third-party report on the condition of the building. Shaffer said they know the building is in good shape but a third-party will add credibility. Shaffer reported the Wage and Benefit Survey conducted by IBRC took longer than expected by the results were finally compiled and released. The study has been distributed to local businesses. 139 companies in 10 counties responded to the survey. Shaffer reported that options were secured on 320 acres. The county has a two-year option on 160 acres of land on both sides of Round Barn Road. The EDC can exercise the option on each 160 parcel or the entire 320 acres. Work on due diligence on the property will begin as well as discussions with utility providers. Discussions will also occur between elected officials to discuss a purchase strategy in the event a buyer does not materialize in the two-year timeframe. Shaffer reported the office manager position is still open. She will be conducting some phone interviews soon.

VI. OTHER BUSINESS

a. 21st Century Talent Regions

Shaffer reported the state has kicked off a new initiative as part of Governor Holcomb's Next Level agenda. The 21st Century Talent Region designation aligns workforce development efforts of regions with the state. In Wayne County we're already working with Forward Wayne County on workforce development strategies which match the goals of the state's initiative. The executive director of the Ball Francis Foundation reached out to Steve Borchers at the Wayne County Foundation to see if they could partner. As a result economic development directors, chamber directors, and representatives from foundations from 10 counties are forming a potential region for the state's designation. Shaffer asked the board for feedback on the EDC's involvement. Participation doesn't require any funding, just time. While no funding is currently available from the state there is always a potential funding could be provided further down the line. The consensus of the board was to go ahead and participate and see how it goes. *Motion by Parker to join the 21st Century Talent regional effort as part of the Governor's Next Level program and support Valerie in the endeavor. Second by Frame. Motion carried.*

b. 2020 Budget Draft

Shaffer shared a draft of the 2020 budget and reported she had attended a preliminary workshop with Wayne County Council to present the draft. So far no concerns about the budget have been communicated. The draft is not final as some costs will change with the hiring of a new person in the office manager position. There is an extra pay period in 2020 that needs to be accounted for. Shaffer also reported she moved \$4,000 from the office manager salary to allow for outsourcing of accounting. Employee health insurance remained the same as 2018 in anticipation of new hire. Contractual and Professional increased due to reports needed for new industrial park land. Travel, Lodging and Meals went from \$20,000 to \$22,000 but with state's reimbursement program could go down. Advertising and PR remained the same. The vehicle lease expires so a new lease will need to be entered into so that cost could change. Public Education and Training was reduced from \$30,000 to \$10,000. Still using AT&T grant money to pay for high school ACT WorkKeys testing, funding is also available from other grant sources. If need to increase for an initiative can always request additional funding from Wayne County Council. Staff training increased by \$1,000. Other Contractual Services down to \$12,000. Capital Outlays increased because will need a new server in 2020. Overall budget increased by \$4,414 over last year mostly due to the extra payroll. This is a .67% increase.

IX. ADJOURNMENT

Warner adjourned the meeting at 4:44 p.m.

**NEXT BOARD MEETING – Monday, September 9, 2019
at EDC of Wayne County, Richmond, Indiana at 4:00 p.m.**