

**ECONOMIC DEVELOPMENT CORPORATION  
OF WAYNE COUNTY, INDIANA  
Board Meeting Minutes  
Monday, August 5, 2024**

- BOARD MEMBERS PRESENT:** Bolser, Cenova, Fennimore, Foster, Johnson, King, Robinson, VanDerBurgt, Zaleski
- BOARD MEMBERS VIRTUAL:** Tanner, Turner
- BOARD MEMBERS ABSENT:** Gaddis
- STAFF PRESENT:** Shaffer, Fisher, Doty, Lindsey, Mitchell
- GUESTS PRESENT:** George Sowers– EDC Counsel  
Brad Dwenger – Wayne County Commissioner  
Millie Emery – Western Wayne News  
Kim Thurlow – Ivy Tech Community College

**1. CALL TO ORDER**

Board Chair Pete Zaleski 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 August 5, 2024.

**2. APPROVAL OF MINUTES**

**a. 2024 June Minutes**

Zaleski stated the minutes from the June 3 board meeting need to be reviewed and approved. No corrections were noted.

*Motion to approve June 3, 2024, minutes as presented by King and seconded by Foster. Cenova and Fennimore abstained as they were not present during June’s meeting. Roll call.*

*Motion carried.*

**3. TREASURER’S REPORT**

**a. 2024 June Financial Reports**

King reviewed the June Income Statement for the Economic Development Corporation of Wayne County, IN and reported the EDC was under budget \$23,919.64 for the month and under \$39,903.25 YTD. The EDC was under budget \$530.63 for 3323 Travel Lodging and Meals, over budget \$525.33 for 3342 Insurance-Worker’s Compensation, and over \$821 for 3349 Insurance-General. All accounts should be within budget by year end.

**b. 2024 July Financial Reports**

King also reviewed the July Income Statement for the Economic Development Corporation of Wayne County, IN and reported the EDC was \$13,850.41 under budget for the month, and under YTD by \$53,753.66. Item 3346 Insurance-Liability is over budget for July \$1,697 due to paying our annual premium, and 3389 Staff Education & Training is over \$1,703.33. Shaffer explained this overage is due to conference fees for her to attend the Women in Economic Development Forum and stated the EDC will be reimbursed by Hoosier Energy for these charges.

*Motion to approve June and July financials as presented by Johnson and seconded by Robinson. Roll Call.*  
*Motion carried.*

**c. 2025 Budget**

Shaffer shared the 2025 Budget Draft during our board meeting and will present to County Council on August 7, 2024. She stated our Personal Services increased approximately \$25,000 and we have one member of our staff changing from exempt to hourly non-exempt based on the Indiana Department of Labor's new regulations. We have allotted \$2,000 in overtime for this employee and removed the \$2,000 from our budget for an intern. She reviewed the 2024 Budget vs. 2025 Budget noting changes throughout her presentation. We were advised to budget for a 15% increase in employee health benefits last year, but rates only increased by 4%, therefore we calculated this year's expected 15% increase based on 2024 actual rates. Supplies decreased while Other Services and Charges increased slightly. Communication & Transportation was increased due to a possible trip to Japan in 2025 and we increased Advertising & PR by \$5,000 for planned updates on EDC and Home in Wayne websites in 2025. Our projected 2025 budget increased by 3.5% over 2024.

*Motion was made to the Board to approve the 2025 Budget Estimate as presented by Johnson, seconded by Bolser. Roll Call.*

*Motion carried.*

**4. CHAIR'S REPORT**

Zaleski said the EDC received the new 4-year lease agreement from Better Homes and Gardens for office space. He stated the agreement includes taxes, utilities, etc. Shaffer said the increase is \$140 per month or an annual increase of \$1,680. We are still in the discussion phase with Better Homes and Gardens. Zaleski reported Earlham College has asked the EDC to be a subrecipient for a portion of their Revitalize Richmond grant from Lilly for a project with a private developer. He said there is a fee in the contract for the EDC to cover our overhead expenses. Shaffer then reported that agreements are being created between the EDC and Earlham, between the EDC and the developer, and between the City of Richmond and the developer. Shaffer said she has discussed the agreements with Sowers, and we are continuing to work out the details. More details will be brought to the board in the coming months. Zaleski then shared that the Smith Hill Housing Development rezoning is going before the City Council tonight. Shaffer stated some of the changes include 110 townhouses replacing the apartments and childcare facilities that have been removed from this project. Lastly, he reported that Shaffer and a few of our board members will be visiting the participating EDIT communities along with the non-participating communities over the coming months regarding their contributions to the Consolidated EDIT Fund in 2025-2028.

**5. EDC STAFF REPORTS FOR JULY**

Doty stated IronGate will have design options on the Home in Wayne brand strategy for us to review and approve by the end of August.

Mitchell reported we held our pre-bid farm lease meeting this week for undeveloped property in the Midwest Industrial Park for the calendar years 2025-2028. We had 5 farmers attend and the meeting went well. She also reported we have 44 properties approved for the Wayne County Blight Program. She will be working with the scoring committee to score 55 applications for the HELP Downtown Revitalization Grant Program.

Shaffer reported applications for READI 2.0 funding closed on August 2, and the local scoring committee consists of Acacia St. John, Jeff Plasterer, Mayor Ron Oler, Beth Leisure, and herself. This committee will move the top 5 Wayne County projects forward to the region for review and scoring. The top ranked regional projects will then move forward to the IEDC for funding consideration. She and Mitchell hosted a site visit for the Project Route, a manufacturer seeking 20 acres of land with rail access. They toured two sites in the Midwest Industrial Park. She also reported that Lindsey has been working with Project Lightning who is looking to invest \$17M and create new 30 jobs.

## **6. OTHER BUSINESS**

### **a. JumpStart Contract**

Lindsey said JumpStart did not receive a TRAC grant from our regional coalition however, Ball State University has funds available to issue a reimbursable grant in the amount of \$9,260. The EDC Executive Committee agreed the EDC could use the funds from our Grant Administration account to cover the initial costs; Ball State will then reimburse EDC. She reported Eastern Indiana Works conducted the JumpStart training, and we had 7 participants who passed this training, 6 of those will be working at the new Hagerstown childcare facility. We will follow-up in the future with the Hagerstown childcare facility to see if these participants are still working for them. We are planning a 2<sup>nd</sup> cohort for September 17-19, 2024.

*Motion by Johnson and seconded by Cenova to approve the JumpStart Contract and authorize the use of EDC Grant Administrating funds initially with the understanding Ball State University will reimburse us in an amount up to \$9,260. Roll call.*

*Motion carried.*

### **b. Wayne County Blight Program Inspection Contract**

Mitchell reviewed the contract from Heartland Environmental Associates Inc. which includes asbestos building inspection activities to be conducted on approximately 40 properties in Wayne County approved for the Wayne County Blight Program. She stated that Heartland understands the 40 properties will be subject to demolition, but there may be a few more added. Heartland has agreed to \$700 per property for 40 properties for a cost \$28,000 with the possibility of having 4 additional properties for a grand total of \$30,800.

*Motion by Cenova and seconded by Foster to approve the Heartland Environmental Associates, Inc. contract for the Wayne County Blight Program. Roll call.*

*Motion carried.*

### **c. Real Estate Resolution**

Shaffer said the City of Richmond asked the EDC to be a conduit and pass-through between the City of Richmond and the end user to lease a property located at 2153 Williamsburg Pike. Sowers said the board's approval will allow Shaffer to enter into the lease agreements and any net proceeds will be forwarded to the City of Richmond.

## **7. ADJOURNMENT**

Zaleski adjourned the meeting at 4:35 p.m.

**NEXT BOARD MEETING – Monday, September 9, at 4:00 p.m.**

**Roll Call Vote Tracking: 08-05-24 EDC Board Meeting**

Agenda Items						
Board Member	Approval of June Minutes	Treasurer's Report for June and July	2025 Budget	JumpStart Early Learning Childcare Contract	Wayne County Blight Program Inspection Heartland Contract	Real Estate Resolution for 2153 Williamsburg Pike
Bolser	Y	Y	2nd	Y	Y	2nd
Genova	A	Y	Y	2nd	1st	Y
Fennimore	A	Y	Y	Y	Y	Y
Foster	2nd	Y	Y	Y	2nd	Y
Gaddis						
Johnson	Y	1st	1st	1st	Y	1st
King	1st	Y	Y	Y	Y	Y
Robinson	Y	2nd	Y	Y	Y	Y
Tanner	Y	Y	Y	Y	Y	Y
Turner	Y	Y	Y	Y	Y	Y
Van Der Burgt	Y	Y	Y	Y	Y	Y
Zaleski	Y	Y	Y	Y	Y	Y

Key
1st - motion made
2nd - motion seconded
Y - yes vote
N - no vote
A - abstained
I - ineligible to vote
Blank indicates absence