

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, September 14, 2020**

BOARD MEMBERS PRESENT: Bolser, Frame, Parker, Robinson, Salazar, Tanner, Templin, Turner, Zaleski

BOARD MEMBERS ABSENT: Golden, King

STAFF PRESENT: Shaffer, Doty, Mitchell, Lindsey

GUESTS PRESENT: Sowers, George – EDC Counsel
Oler, Ron – Richmond Common Council
Leisure, Beth – Wayne County Council
Truitt, Jason – Palladium-Item
McClane, Brenda – Hometown Media Group
Lane, Ricky – DAK Americas

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 4:03 p.m. on Monday, September 14, 2020 via Zoom meeting.

II. APPROVAL OF MINUTES

Templin stated the minutes from the August 3, 2020 board meeting were on pages 2-4. There are no corrections. *Motion to approve August 3rd minutes as presented by Parker, second by Tanner. Motion carried.*

III. TREASURER'S REPORT

Zaleski reported we were under budget by \$16,228.30 MTD and under budget by \$70,995.89 YTD for August. Zaleski indicated there are no items of note for August.

Motion to approve the August 2020 financials as presented by Tanner, second by Robinson. Motion carried.

IV. COMMITTEE REPORTS

a. Executive Committee

Templin reported the Executive Committee met on September 3rd. The County's COVID-19 loan program is going well, and Shaffer will provide an update later. Ady will be holding a workshop for the EDC's stakeholders including: Chamber, Forward Wayne County, HYPE, SBDC, Foundation, Main Street organizations, and elected officials this Wednesday from 2 to 4. This session will look at the barriers & opportunities to the EDC's goals and priorities and will be interactive with some new technology. Elder Beerman RFP has been published and we are marketing to developers. Tours will be Oct 1st and 2nd and final proposals are due Nov 13th. EDA update both MIP and GIP projects are moving forward. Shaffer and Mitchell are working with the grant consultants because we really want to secure the 80% funding. Phillips Tube Group will be holding their ribbon cutting on Oct 6th at 10:00 a.m.

V. EDC STAFF REPORTS

Lindsey – Lindsey reported she had completed normal work. She is hopeful to have the 2019 audit complete for review by the executive committee and then presentation to the board at the October meeting. Round 2 of the Wayne County COVID-19 Small Business Loan Fund has closed and Lindsey has been working to get the packages completed for presentation to the loan fund board.

Doty – Doty reported the marketing committee met and have selected the people to be featured in the Home in Wayne (HiW) videos. The group includes two doctors who relocated to Richmond and are raising families here. The brand consolidation is moving forward and OnVine media will be rolling out the video showing Brightside merging into HiW. Louise Ronald wrote a HiW story about Communities in Schools pivoting to still serve their clients. It is a great story so please read and share. HiW viewbook work continues as we are getting the map completed and working with the photographers to get permission to use the photos.

Mitchell – Mitchell reported that IP committee met and the IDEM permit for mitigation of wetland 2,5,6,7 has been issued. This will allow the City to purchase credits in the amount of \$9600 to have the work completed. Little River will oversee the work. Reynolds Service Tech will complete the repairs. Beals-Moore will create a new topographic study after the work is completed. Mitchell indicated soil borings will still need to be completed. The farmer has indicated he will have the area harvested by mid-October, so Reynolds will be able to get the work completed before winter. Mitchell reported that we had the presentation from the Duke Energy/Banning Engineers Site Readiness grant program. They determined the site has advantages, but recommend we evaluate water/sewer infrastructure costs. EDA CARES Act grant for Richmond is moving forward with an application to widen Gaar Jackson at a cost of \$3.2M with it being part of the 80/20 program. Mitchell indicated she is continuing work on workforce development with the school superintendents and the Chamber. Oct 2nd is National Manufacturing Day and it will be held virtually this year. Templin asked how they will do it virtually and Shaffer indicated via Zoom. The teacher will sign in and then put the presentation on a screen. It will be a much shorter tour and allow ample time for Q & A. The RFP for the Elder Beerman property has been published and dates set for tours and submissions.

Shaffer – Shaffer Round 2 of the Wayne County COVID-19 Small Business Loan Fund received 18 applications for a total of \$440,000. The fund has \$569,000 remaining. There will be upcoming discussions about what to do with the remaining funds. Sixteen of the applicants asked for \$25,000 and 2 asked for \$20,000 which indicates the need is there. The CCDC program which is funding from OCRA through the City completed their Round 2 and 14 businesses received \$126,500. Hagerstown also applied to the OCRA program and received \$250,000. They are currently working on the parameters of a grant program. The Wayne County PPE marketplace program has closed after helping 220 businesses and organizations. Shaffer spoke about the RFP for the Elder Beerman property and indicated if anyone had any leads on developers to please let her know. Project Brands, a pet food & treat manufacturer, is still active. The annual wage and benefit survey is ready to go and will be distributed to 100 businesses and organizations. Templin indicated he appreciates the updated information each year and finds it useful.

VI. OTHER BUSINESS

a. DAK Americas Incentive Agreement

Shaffer reported that after the EDC Board vote and Commissioner approval on an EDIT grant, Sowers creates an incentive agreement which the company and Shaffer sign. This agreement has an end date that the company chooses, typically 3 to 5 years. DAK Americas had chosen Dec 31, 2021 as the date when they could have the requirements of their June 10, 2020 agreement completed. Due to COVID-19, they are having trouble receiving the equipment and would like to request to expand the date of the agreement until Dec 31, 2022. Ricky Lane from DAK Americas is on the call if anyone has questions.

Motion to amend the end date of DAK Americas Incentive Agreement to Dec 31, 2021 by Salazar, second by Zaleski. Motion carried.

b. Little River Proposal

Shaffer reported the contract for Little River is for work in the MIP and covers mitigation assistance for wetlands 2,5,6,7 and re-evaluation of the jurisdiction of wetlands 3,4,8,9. If we can get the wetlands out of the US Army Corps of Engineers jurisdiction it will be much easier for us to work on them. They City will be buying \$9600 in credits for the repair work. The EDC will pay from Contractual/Professional Services for the Little River contract.

Motion to approve Little River Contract for an estimated \$2800.00 for work to be completed in MIP by Parker, second by Bolser. Motion carried.

c. Reynolds Service Tech Proposal

Shaffer indicated that Reynolds Service Tech will be doing the actual work and their contract is attached. The EDC will pay the bill and the City of Richmond will reimburse us for the work. Templin asked about their work. Shaffer indicated Beals-Moore uses Reynolds and they can complete the work according to our timeline.

Motion to approve Reynolds Service Tech contract for \$6750.00 with the understanding the EDC will be reimbursed by the City of Richmond by Parker, second by Zaleski. Motion carried.

d. Beals-Moore & Associates Proposal

Shaffer indicated the last contract presented today is for Beals-Moore. This contract covers their firm to do a topographic survey that will show vertical and horizontal improvements. This survey will be completed after the work by Reynolds is finished. The completed survey will help the EDC market the site with the improvements.

Motion to approve Beals-Moore contract for \$2800.00 by Salazar, second by Templin. Motion carried.

VIII. ADJOURNMENT

Templin adjourned the meeting at 4:52 p.m.

NEXT BOARD MEETING – Monday, October 5th, 2020 at 4:00 p.m.