

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, October 3, 2022**

BOARD MEMBERS PRESENT: Bolser, Cenova, Fennimore, Frame, Johnson, King, Robinson, Tanner, Templin, Turner, Zaleski

BOARD MEMBERS VIRTUAL: Salazar

BOARD MEMBERS ABSENT:

STAFF PRESENT: Shaffer, Doty, Fisher, Lindsey, Mitchell

GUESTS PRESENT: Sowers, George – EDC Counsel
Butters, MaryAnne – Wayne County Commissioner
Crist, Duane – Indiana American Water
Thurlow, Kim – IVY Tech
Emery, Millie – Hometown Media Group

I. CALL TO ORDER

Board Chair Jim King 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 October 3, 2022.

II. APPROVAL OF MINUTES

a. 2022 September Minutes

King stated the minutes from the September 12, board meeting are on pages 2-5. No corrections were noted.

Motion to approve September 12, 2022, minutes as presented by Zaleski, second by Tanner. Roll call.

Motion carried.

III. TREASURER'S REPORT

a. 2022 September Financial Report

Zaleski reported the Economic Development Corporation of Wayne County, IN is under budget for September MTD by \$10,249.71 and is also under budget YTD by \$79,697.39. He reviewed the September Income Statement and stated 2221 Gasoline is over by \$18.01 for the month but should be within budget at year end; 3320 Contractual/Professional Services is over by \$2,187.69 due to payment of the Brady, Ware and Schoenfeld 2021 Annual Audit, but should be within budget at end of year; 3373 is over by \$59.89 due to the 2% annual increase.

Motion to approve the September financials as presented by Robinson, second by Frame. Roll call.

Motion carried.

IV. Chair's Report

King stated items discussed in our Executive Committee meeting will be covered under the Other Business section. He said Shaffer will review project updates with the group later in our meeting.

V. EDC STAFF REPORTS

Fisher – Fisher reported she completed her monthly financial duties. She attended the Chamber Community Awards event with the EDC staff. She worked with Opti-Vise, our IT group, to update Windows Operating

System on some of our computers and resolving issues with our video conferencing equipment. She and Shaffer met to review options for entering new attractions project in Executive Pulse. She worked with Shaffer and Lindsey to submit new attraction projects and RFI documents to IEDC.

Lindsey – Lindsey stated our National Manufacturing Day is scheduled for Friday, October 7. She said all 5 school corporations will be participating this year. She stated that Fisher and Kim Thurlow will be with the Western Wayne schools touring Dot Foods, Taconic and SugarCreek, while she, Shaffer, Mitchell, and Roxie Deer, are with Richmond, Centerville, Hagerstown, and Northeastern schools touring Blue Buffalo, Johns Manville, Ahaus Tool, and Primex Design & Fabrication. She also reported she completed the Jobs EQ course and will now be able to help with collecting labor force data for the Wayne County area.

Doty – Doty stated she prepared and distributed the news release for the Richmond Baking expansion project. She and Shaffer are working with JobsEQ staff and IronGate to install their plug-in on our Home in Wayne website. This new program will replace the role formerly held by the Hoosier Opportunity website. We will not have to do any of the administrative work with this program as it is a more balanced database and will automatically pull job postings from all the major websites. She and Shaffer met with IronGate to discuss and review the results from the Home in Wayne survey and will be presenting to the Marketing Committee at our next meeting which has been reschedule for Wednesday, October 12.

Mitchell – Mitchell stated we are continuing to consult with Beals Moore on the MIP wetland mitigation and having them assist us with the process of the wetland and drainage issues in MIP Phase 1. She said we are finalizing the topo survey and working with Beals Moore to send compliance documents to IDEM. The Toschlog property purchase is complete, and she has asked the Richmond Fire Department to evaluate this property for a control burn of all structures on this site once all tenants are vacated. She reported that Sanitation is evaluating proposals for sewer expansion engineering. She attended the Climate Summit and the Wayne County Chamber's Improvement Awards at Hartley Hills. She and Shaffer met with Indiana Landmarks Director of the Eastern Regional Office. She has been working with Lindsey to promote and participate in the "Get to Work Week" for Richmond High school students for job opportunities. Zaleski asked what items need to be completed on the Toschlog property. Mitchell said a sewer expansion will need to be done in phases and there is a need to upgrade to Gaar Jackson Road from N Round Barn to Salisbury Road.

Shaffer – Shaffer said we responded to 3 new attraction projects in September, and one project has planned a site visit to Richmond. We have several other projects that remain very active. Shaffer reported that she will be going to Atlanta to present one of our sites to a project along with one other Indiana community and someone from the IEDC will represent the state. Projects continue to keep us busy, and one may progress more quickly. Shaffer said there are three potential local expansions that will most likely be moving forward as well. The team continues to meet with local businesses and provide support where needed. Shaffer reported the 2022 Wage and Benefit Survey results have been compiled but we have a few corrections for Purdue to make. We should be sending the survey out by the end of October. Shaffer said we will be meeting here at the EDC with the entire READI group to discuss how we can prepare for a potential READI 2.0.

VI. Other Business

a. Nominating Committee Ballots

Shaffer asked all Board members to vote for three names on the Nominating ballot to decide who will be on the Nominating Committee who will be tasked with selecting our 2023 slate of officers. Lindsey tallied the votes, and our 2022 Nominating Committee will be Tim Frame, Sayward Salazar, and Jim Tanner. King is an automatic appointment to the committee and will call a meeting. Shaffer also said we will be sending our Board of Director reappointment/replacement letters soon.

b. Talbot Proposition

Shaffer pulled up the map showing both Toschlog properties and the 9 acres that are owned by Barbara Talbot. Shaffer said we wanted to purchase this property, to ensure we had the entire land owned by the Toschlog and Talbot families, and to be good neighbors, we did not want her to be surrounded by an industrial park.

Sowers explained the purchase agreement and the Resolution Authorizing Purchase of Real Estate.

He said Mrs. Talbot wanted the Purchase Agreement from us to ensure she had the ability to purchase a place to live before committing to sell her property.

Motion was made to the Board to approve and authorize Shaffer to sign Proposition for Barbara Talbot's property as presented by Johnson, and second by Tanner. Roll Call.

Motion carried.

c. Hagerstown Industrial Park Sign

Shaffer was approached by a member of the Wayne County Commissioners and Wayne County Council regarding the poor condition of the Hagerstown Industrial Park sign and they asked if the Economic Development Corporation could help them in replacing this sign. The funds would come from the Consolidated EDIT fund. She said we do not currently market this park, but we have recently worked with a company interested in this park. The cost estimate is \$26,287.93. Shaffer asked the board to approve the full amount for the sign.

Motion was made to the Board to approve the requested funds for the Hagerstown Industrial Park Sign as presented by Turner, and second by Robinson. Roll Call.

Motion carried.

d. EDC President's 2023-2024 Contract

King said he discussed Shaffer's 2023-2024 contract with Mayor Snow, County Council and County Commissioners, and they all supported a 2-year contract with a 3% increase in 2023 and again in 2024. King said they had good discussions regarding Shaffer, and they support her and the contract. He said all other items in the contract are consistent with the employee handbook and policies.

Motion was made to the Board to approve Valerie Shaffer's 2023-2024 contract as presented by Cenova, and second by Bolser. Roll Call.

Motion carried.

e. 2023 Budget

Shaffer said the 2023 Budget was presented to Wayne Country Council and Commissioners and Beth Leisure said there were no outstanding questions from Council. Shaffer said she reviewed the budget line by line with our Executive Committee. Our total budget for 2023 is \$746,795.41 which is a \$25,188 increase over last year's budget. She mentioned Salaries and Health Insurance were increased the most due to one additional staff member being hired, and a dependent coming to our Health plan in 2023. In the past two years we have returned a considerable amount of unused budget dollars back to the County. Tanner said kudos to Shaffer and her staff for returning unused funds to the County.

Motion was made to the Board to approve the 2023 Budget as presented by Tanner, second by Bolser. Roll Call.

Motion carried.

VII. ADJOURNMENT

King adjourned the meeting at 4:48 p.m.

NEXT BOARD MEETING – Monday, November 7, 2022, at 4:00 p.m.

Roll Call Vote Tracking: 10-03-22 EDC Board Meeting

Agenda Items						
Board Member	September Minutes	September Financials	Talbot Proposition	Hagerstown Industrial Park Sign	President's 2023-2024 Contract	2023 Budget
Bolser	Y	Y	Y	Y	2nd	2nd
Cenova	Y	Y	Y	Y	1st	Y
Fennimore	Y	Y	Y	Y	Y	Y
Frame	Y	2nd	Y	Y	Y	Y
Johnson	Y	Y	1st	Y	Y	Y
King	Y	Y	Y	Y	Y	Y
Robinson	Y	1st	Y	2nd	Y	Y
Salazar	Y	Y	Y	Y	Y	I
Tanner	2nd	Y	2nd	Y	Y	1st
Templin	Y	Y	Y	Y	Y	Y
Turner	Y	Y	Y	1st	Y	Y
Zaleski	1st	Y	Y	Y	Y	Y

Key
1st - motion made
2nd - motion seconded
Y - yes vote
N - no vote
A - abstained
I - Ineligible to vote