

**ECONOMIC DEVELOPMENT CORPORATION  
OF WAYNE COUNTY, INDIANA  
Board Meeting Minutes  
Monday, October 7, 2024**

**BOARD MEMBERS PRESENT:** Bolser, Cenova, Fennimore, Foster, King, Tanner, Zaleski

**BOARD MEMBERS VIRTUAL:** Robinson

**BOARD MEMBERS ABSENT:** Gaddis, Johnson, Turner, VanDerBurgt

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

**GUESTS PRESENT:** George Sowers– EDC Counsel  
Brad Dwenger – Wayne County Commissioner  
Mayor Ron Oler – City of Richmond  
Millie Emery – Western Wayne News  
Jerry Purcell – Richmond Common Council  
Dakota Collins – Earlham 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 4:06 p.m. on October 7, 2024.

**2. APPROVAL OF MINUTES**

**a. 2024 September Minutes**

Zaleski stated the minutes from our September 9, 2024, board meeting need to be reviewed and approved. No corrections were noted.

*Motion to approve September 9, 2024, board minutes as presented by King and seconded by Tanner.*

*Motion carried.*

**3. TREASURER'S REPORT**

**a. 2024 September Financial Report**

King reviewed the September Income Statement for the Economic Development Corporation of Wayne County, IN and reported that the EDC was under budget \$19,169.38 for the month and under YTD by \$82,715.59. The EDC received a credit from Anthem in the amount of \$1,399.09 for Item #1367 Employee Health Insurance, and Item 3310 Vehicle Lease is over \$692.98, due to two payments in September for 2023 Nissan due to timing of invoice receipts, due date and our check run.

*Motion to approve September financials as presented by Tanner and seconded by Bolser.*

*Motion carried.*

**b. 2023 990 Tax Return**

Shaffer stated that Jennifer North with Brady Ware prepared our 2023 990 Tax Return and the executive committee has approved. Shaffer mentioned to the group that we have a hard copy present if anyone would like to review it.

*Motion to approve 2023 990 Tax Return as presented by Cenova and seconded by Foster.*

*Motion carried.*

#### 4. CHAIR'S REPORT

##### a. Nominating Committee Selection

Zaleski reviewed the Nominating Committee requirements from the by-laws and stated our board members will vote today to nominate 3 board members to be on the nominating committee. This committee will appoint our slate of officers for 2025. The board Chair will also be on this committee for a total of 4 board members. Lindsey tallied the votes, and the board nominated Bolser, Fennimore, and Gaddis to be on the Nominating Committee with Zaleski.

#### 5. EDC STAFF REPORTS FOR JULY

**Fisher** - Fisher stated we sent a Request for Proposal out to three auditing firms, but Brady Ware was the only company to respond to our request. Brady Ware quoted the following rates for the next 4 years:

2024 - \$8,500

2025 - \$8,900

2026 - \$9,400

2027 - \$9,900

*Motion to approve Brady Ware's 4-year audit proposal for 2024–2027 as presented by King and seconded by Cenova.*

*Motion carried.*

**Mitchell** - Mitchell stated we had 5 farmers attend the farm lease pre-bid meeting and we received bids from each of them. She said Hutchings Farms was the highest and most responsive bidder at \$340/acre for the 4-year contract covering 2025-2028. We will discuss the lease later in the agenda. She said the EDA grant in partnership with Wayne County, Cambridge City Town Council, EDC, Wessler Engineering, EIRPC, SIRPC and Gateway Industrial Park tenants request for \$2.8M in funding was approved for the water tower on the 1-acre lot. She also discussed the Wayne County Blight Program and said we have 19 properties approved for Heartland Environmental to conduct environmental inspections, they have 14 completed so far, and we received another invoice for an additional 5 properties today. The HELP Downtown Revitalization scoring committee is moving forward in respect to meeting with top scoring applicants.

**Shaffer** – Shaffer gave an update on READI 2.0. She reported that the region has submitted 20 projects to IEDC for review for funding consideration. IEDC will run an economic impact analysis on each project as part of the review process. She said we now have 17 remote workers living in Richmond/Wayne County and we have one additional mover who is currently in the process of relocating. King stated with the updates from the staff it appears the EDC's Strategic Plan continues to progress.

#### 6. Other Business

##### a. Housing Accelerator Program

Shaffer said Mitchell has been working on the Housing Accelerator Program to make grants available to support housing infrastructure needs for unfinished plated subdivisions. Mitchell gave an overview of the program and shared that preference will be given to residential housing development in communities that demonstrate a need for additional housing. She stated the program will offer up to \$250,000 per project and is not to exceed 10% of the total market value of the project. Applicants must have demonstrated experience of five years or longer and the capacity to build a preferred minimum of 10 housing units. Zaleski asked what the current funding sources are. Shaffer said she would like the EDC board to approve a recommendation to contribute \$500,000 from the Consolidated EDIT. With the board's approval, she will then present to the Commissioners and Common Council for their approval. Wayne County government is also considering a contribution to this program. This program will be available to developers working in any of the EDIT contributing communities.

*Motion to approve the EDC Housing Accelerator Program and to contribute \$500,000 from Consolidated EDIT fund to support the program as presented by King and seconded by Bolser.*

*Motion carried.*

**b. 2025-2028 Farm Lease**

Mitchell stated again that Hutchings Farms, LLC was the highest of five bids that we received through a public bidding process. The term of the farm lease is a 4-year lease beginning January 1, 2025 and ending December 31, 2028. Shaffer asked the EDC board for their approval to award the 2025-2028 farm lease to Hutchings Farms, LLC. Sowers said we have the right to remove acreage as needed for development. Zaleski said if the 2025-2028 Farm Lease is approved, the EDC will receive lease payments in the amount of \$144,000 per year and will distribute these funds to the City of Richmond.

*Motion to approve the Midwest Industrial Park 2025-2028 Farm Lease with Hutchings Farms, LLC as presented by Tanner and seconded by Foster.*

*Motion carried.*

**c. HWC Proposal for County-Wide Planning**

Shaffer reported that HWC has submitted a proposal to the Wayne County Foundation for a county-wide Strategic Investment Plan. This will provide strategic planning and implementation assistance. The Wayne County Foundation has offered to lead this planning effort, but we are raising funds from key county organizations to pay for the contract. Community leaders want to build upon the momentum of the County's HELP program and go through a similar planning process to have new projects in the pipeline for when new funding becomes available. The EDC is being asked to contribute \$20,000 towards the proposed contract, but the final cost is still being negotiated. There was discussion that we could fund up to \$25,000 if its needed.

*Motion by Cenova and seconded by Bolser for the EDC to fund up to \$25,000 from Consolidated EDIT fund for the HWC proposal.*

*Motion carried.*

**d. Revitalization Richmond Subaward Resolution**

Shaffer reported that Dakota Collins is in attendance to assist with questions the group may have regarding the Revitalization Richmond Subaward Resolution. Earlham College received \$25M grant from the Lilly Endowment's College and Community Collaboration Initiative. Projects that are funded will work with and be a benefit to Earlham College and the City of Richmond. There are projects planned to improve several historic properties, generate more housing and make improvements to our downtown area. There is a developer the EDC is working with that has a desire to develop multiple properties downtown, and add up to 120 new market rate housing units, The EDC has been asked to be a conduit between Earlham College and the developer. We are asking the board to approve the Resolution that authorizes Shaffer to enter into the Revitalize Richmond Subaward Agreement. The EDC Executive Committee will review and approve the Agreement. The EDC will receive 2% of the grant for this project for our role in managing the work of the developer.

*Motion to approve the resolution authorizing Shaffer to enter into the Subaward Agreement on behalf of the EDC as presented by Bolser and seconded by King.*

*Motion carried.*

**e. Revitalization Richmond Developer Resolution**

Shaffer stated the Revitalization Richmond Developer Resolution will give her the authorization to work with, negotiate, contract, and supervise developers for the purpose of fulfilling the work requirement of the Revitalization Richmond Subaward Agreement. The EDC will also pass through to the developer grant funding received from Earlham College for the purpose of revitalizing properties in Downtown Richmond. The executive committee will review and approve the final Developer Agreement prior to Shaffer executing.

*Motion to approve the resolution authorizing Shaffer to execute the Revitalize Richmond Developer Agreement on behalf of the EDC as presented by King and seconded by Cenova.*

*Motion carried.*

Zaleski reported the executive committee has been working on Shaffer's contract and will present the final document at our November meeting.

**7. ADJOURNMENT**

Zaleski adjourned the meeting at 4:59 p.m.

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

**Roll Call Vote Tracking: 10-07-24 EDC Board Meeting**

Agenda Items									
Board Member	Approval of September Minutes	Treasurer's Report for September	2023 990 Tax Return by Brady Ware	2024-2027 Annual Audit Proposal by Brady Ware	Housing Accelerator Program	2025-2028 Farm Lease	HWC Proposal for County-Wide Planning	Revitalize Richmond Subaward Resolution	Revitalization Richmond Developer Resolution
Bolser	Y	2nd	Y	Y	2nd	Y	2nd	1st	Y
Cenova	Y	Y	1st	2nd	Y	Y	1st	Y	2nd
Fennimore	Y	Y	Y	Y	Y	Y	Y	Y	Y
Foster	Y	Y	2nd	Y	Y	2nd	Y	Y	Y
Gaddis	A	A	A	A	A	A	A	A	A
Johnson	A	A	A	A	A	A	A	A	A
King	1st	Y	Y	1st	1st	Y	Y	2nd	1st
Robinson	Y	Y	Y	A	A	A	A	A	A
Tanner	2nd	1st	Y	Y	Y	1st	Y	Y	Y
Turner	A	A	A	A	A	A	A	A	A
Van Der Burgt	A	A	A	A	A	A	A	A	A
Zaleski	Y	Y	Y	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