

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, December 5, 2022**

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

BOARD MEMBERS VIRTUAL: Johnson, Sayward

BOARD MEMBERS ABSENT: Frame

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

GUESTS PRESENT: Sowers, George – EDC Counsel
Butters, MaryAnne – Wayne County Commissioner
Crist, Duane – Indiana American Water
Cooper, Deanna – Taconic Biosciences
Emery, Millie – Hometown Media Group
Oler, Ron – City of Richmond
Saunders, Gary – Wayne County Council
VanDerBurgt, Marty – Belden Inc.

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 4:04 p.m. on December 5, 2022.

II. TACONIC BIOSCIENCES EDIT GRANT APPLICATION #22-211

Shaffer stated we have been working with Taconic Biosciences for several months on their Cambridge City expansion project. Taconic is requesting a \$50,000 EDIT Grant to aid in their \$6.5M investment. She introduced Deanna Cooper to the group and asked her to review their expansion project. Deanna said the Cambridge City site is adding a new barrier and will be increasing their staff by 18 to care for the additional animals. She said they have made changes to their salary structure for the employees working with the animals and are implementing a new animal science training program for employees who want to advance their career and earn a professional certification. She said the Cambridge City facility is key to Taconic's shipping to the East and West Coasts.

Motion was made to approve Taconic Biosciences EDIT Grant Application in the amount of \$50,000 as presented by Turner and seconded by Robinson. Roll Call.

Motion carried.

III. APPROVAL OF MINUTES

a. 2022 November Minutes

King stated the minutes from the November 7, board meeting are on pages 7-11. No corrections were noted.

Motion to approve November 7, 2022, minutes as presented by Robinson, seconded by Bolser. Roll Call.

Motion carried.

IV. TREASURER'S REPORT

a. 2022 November Financial Reports

Zaleski reported the EDC is over budget for November MTD by \$25,439.78 and is under budget YTD by \$67,258.37.

He reviewed the following line items that were over budget for the month:

1001 Salaries - due to 3 pay dates in November

1365 Federal Payroll Taxes - due to 3 pay dates in November

1366 Retirement - due to 3 pay dates in November

2211 Office Supplies is over \$204.52

2221 Gasoline is over \$163.90

2249 In-House Supplies is over \$249.94

3312 Legal Services is over \$3,755 for legal services provided by Sowers from July – September 2022 and retainer has been depleted

3320 Contractual/Professional Services is over \$3,254.31

3323 Travel Lodging & Meals is over \$868.99

3368 Outside Services-Cleaning, etc. is over \$40.67

3373 Programming & Consultation is over \$661.45

3381 Dues, Subscriptions & Fees is over \$2,187.41

3392 Advertising & PR is over \$6,162.70

Motion to approve November financials as presented by Turner, seconded by Bolser. Roll call.

Motion carried.

b. Proposed Transfers for Staff Bonuses

Shaffer told board members the Wayne County employees received a 6.5% increase however, at the time the EDC met with Wayne County Council to discuss annual increases, we were told the increase should only be 3%. In order to align with county increases, Shaffer is proposing a one-time bonus to EDC staff to make up the difference. After receiving pre-approval from Wayne County Council on November 16, we would like to transfer \$4,800 from 1367- Employee Health Insurance to 1001-Salaries, and transfer \$3,372 from 3323-Travel, Lodging, and Meals to 1001-Salaries for a total of \$8,172 for EDC staff bonuses. This was discussed with Executive Committee who recommended approval to the board.

Motion to approve the Proposed Transfers for Staff Bonuses as presented by Cenova and seconded by Turner. Roll Call.

Motion carried.

c. Wayne Bank Corporate Resolution

Shaffer stated the 2023 board officers are required to be signors on the EDC bank accounts with Wayne Bank and Trust. The resolution shows we will be removing King and adding Tanner.

Motion by Fennimore, seconded by Templin to approve the Wayne Bank and Trust Resolution. Roll call.

Motion carried.

V. EDC STAFF REPORTS

Fisher – Fisher reported that Dawn, our previous accountant, has returned as our outside accountant and completed our November financial duties and will continue to do this monthly. She worked with Opti-Vise to install a Two-Factor Authentication on all staff member's computers. She and the other staff members attended our AEM Cube Team Session with Scott Hutcheson. She worked with Valerie and Theresa on submitting 2 new attraction projects and attended the IEDC Webinar on Combining Craft and Commerce with Sarah.

Lindsey – Lindsey said she and Valerie attended 5 BRE meetings and Wes Brown from IEDC also attended a few of these meetings with them. She delivered EDIT Grant checks to Vandor, Johns Manville, and Hill’s Pet Nutrition. She is continuing to work on the child care survey results from Purdue with Valerie and Acacia St. John. She continues to work with employers on Find A Job Friday and a potential schedule for 2023.

Shaffer stated that she will be working on a summary of the child care survey and that child care was the #2 benefit employees said they needed. The cost is also an issue.

Doty – Doty reported we wrapped up work with our intern Kendall today. We received over 450 responses from students on the Home in Wayne branding survey. We are now moving to the focus group stage and met with Lincoln High School students to get their feelings and views regarding the community and our brand. She is working on the next Home in Wayne story being written by Bill Engle on Nixon Tool Company’s 70-year anniversary.

Mitchell – Mitchell stated she has been working on the MIP expansion and has discussed the contract with the Industrial Park Committee for Bob Toschlog to farm the land formally owned by the Toschlog family for one year. The fire department is evaluating this site for a control burn once the property has been vacated. She, Valerie, and Theresa have been very busy working on 3 existing businesses and 4 new attraction projects. She attended the open house for Jake Powers’ Chester Heights Ribbon Cutting event and shared the PUD for Powers Partners Group’s project has been approved by Richmond Common Council.

Shaffer – Shaffer said we are working on resolutions for the real estate purchase agreements and land surveys for both Project Laboratory and Project Delta and we have made official incentive proposals for both as well. We are currently working on six local expansion projects and two are to the point of requesting incentive proposals. There have been 5 local large company acquisitions this year that have resulted in new parent companies overseeing local plants resulting in new relationships and getting these parent companies acquainted with operating in Indiana. Shaffer said that IEDC has created new positions which allow one project manager to focus on new attraction projects and one project manager to focus on BRE projects creating an opportunity for IEDC to be more present at BRE meetings.

King said the scale of projects and happenings in Wayne County including the 6 new investment projects, the 2 new attraction projects would be huge if these come to fruition.

VI. Other Business

a. Resolution to Enter into a Real Estate Purchase Agreement

Shaffer said Sowers created a Resolution which will allow her to negotiate, finalize, enter into a Real Estate Purchase Agreement with Project Laboratory for approximately 36 acres of land in Phase I of the Midwest Industrial Park for the purchase price of \$342,000.

Motion was made to the Board to approve the Resolution to Enter into a Real Estate Purchase Agreement as presented by Zaleski and seconded by Bolser. Roll Call.

Motion carried

b. Resolution to Amend the MIP Lease with the City of Richmond

Shaffer said Sowers also created a Resolution to Amend the Midwest Industrial Park Lease with the City of Richmond and will encompass the new 327 acres recently purchased. The land is identified as Midwest Industrial Park Phase III. This Resolution authorizes her, as the President of the Economic Development Corporation to execute a Second Addendum to the Lease Agreement with the City of Richmond and to add an additional 9.083 acres located on Round Barn Road, Richmond, Indiana which is anticipated to be acquired by the City of Richmond in the near future. Once the EDC Board authorizes this Resolution, we will present the amendment to the Board of Public Works for their approval.

Motion was made to the Board to approve the Resolution Authorizing Execution of Second Addendum to lease Agreement as presented by Turner and seconded by Robinson. Roll Call.

Motion carried

VII. Chair’s Report

King and Zaleski agreed, with all the various investment and infrastructure projects we are currently engaged in, we need to watch our Consolidated EDIT funds closely and prioritize the projects requiring incentives and EDIT Funds. Shaffer said we should consider changes to the EDIT Grant Guidelines for 2023. King recognized this meeting as the last meeting for Randy Templin, Tim Frame, and Sayward Salazar and wanted to thank each of them for their participation on the board. Shaffer said these members were highly engaged with their questions, thoughts and suggestions and she appreciates all they have done for the EDC and the communities we serve.

VII. ADJOURNMENT

King adjourned the meeting at 4:50 p.m.

NEXT BOARD MEETING – Monday, January 9, 2022, at 4:00 p.m.

Roll Call Vote Tracking: 12-05-22 EDC Board Meeting

Agenda Items							
Board Member	Taconic EDIT Grant Application #22-211	November Minutes	November Financials	Proposed Transfers for Staff Bonuses	Wayne Bank Corporate Resolution	Resolution to Enter into Real Estate Purchase Agreement	Resolution to Amend the MIP Lease with City of Richmond
Bolser	Y	2nd	2nd	Y	Y	2nd	Y
Cenova	Y	Y	Y	1st	Y	Y	Y
Fennimore	Y	Y	Y	Y	1st	Y	Y
Frame							
Johnson	Y	Y	Y	Y	Y	Y	Y
King	Y	Y	Y	Y	Y	Y	Y
Robinson	2nd	1st	Y	Y	Y	Y	2nd
Salazar	Y	Y	Y	Y	Y	Y	Y
Tanner	Y	Y	Y	Y	Y	Y	1st
Templin	Y	Y	1st	Y	2nd	Y	Y
Turner	1st	Y	Y	2nd	Y	Y	Y
Zaleski	Y	Y	Y	Y	Y	1st	Y

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