

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA**

**Board Meeting Minutes
Monday, September 10, 2007**

Board Members Present: Baumgartner, Hackman, Harris, Holman, Jackson, Keep, Kem, Powell, Semler, Veramallay and Zetzl

Board Members Absent: Chamness

Staff Present: Dinkle, Doty, Ducey, and Shaffer

Guests Present: Kevin Ahaus – Ahaus Tools and Engineering
Dr. Allen Bourff – Superintendent, Richmond Community Schools
Mick Fowler – Cambridge City Town Council
Mike Gibbs – Ivy Tech Community College
Dick Hamm – past chairman, EDC Board of Directors
Pat Heiny – Schools Board President, Richmond Community Schools
Mary Heyob – President, Wayne County Commissioners
Chris Nolte - *WKBV*
Jeff Plasterer – Wayne County Council
Karl Sharp - Member, Richmond Common Council
Darrell Smith – *Connersville News Examiner*
Mary Jo Slonaker – interested citizen
George Sowers - EDC Legal Counsel
Michael Stuckey – Cambridge City Water
Kim Thurlow – Ivy Tech Community College

CALL TO ORDER

Board Chairman John Zetzl 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 10, 2007 at the Golay Center in Cambridge City, Indiana.

APPROVAL OF MINUTES

A. August 6, 2007

Motion by Veramallay, second by Hackman to approve the minutes from the August 6, 2007 monthly Board of Directors meeting. **Motion carried.**

TREASURER’S REPORT

August Financial Statement

Harris reported the current month actual as \$52,075.67 and current month budget as \$54,245.67; under budget by \$2,170.00. Harris then noted that the salaries line item would be reviewed to determine why it was over budget for the month of August. **Motion by Powell, second by Kem** to approve the report as presented. **Motion carried.**

Transfer of Funds

Harris presented one transfer that needs to be made. **Motion by Harris, second by Jackson** to transfer \$500.00 from account “2212 – Printed Office Supplies” to account “2249 – In-house Supplies.” **Motion**

carried.

EDC REPORTS

A. President's Report

Dinkle reported that on May 8, 2007 he and Shaffer had a site visit with a firm from the east coast; which was the first of four visits. Then, Dinkle went to the east coast to visit the firm as part of his due diligence. On September 25, 2007 there will be an announcement and groundbreaking ceremony with the governor and this firm to announce that they will build a new facility at the IGIP. This firm will generate more than \$3 million in property taxes, create dozens of jobs, and use mostly local contractors and sub contractors. This firm will be a huge win for Wayne County and a great addition to Dot Foods and Taconic Farms. Dinkle then stated that the vehicle lease for the EDC is coming to an end and with the opportunity of rebates available he signed a new lease for a 2007 Ford Explorer that is \$60 cheaper per month than the current van lease. The new leasing agent bought out the current van lease. **Motion by Jackson, second by Semler to confirm the lease of the 2007 Ford Explorer. Motion carried.**

B. Projects Update

Shaffer reported that there were 2 new projects in August and one site visit from a call center prospect. Dinkle and Shaffer showed the prospect several shell facilities and one vacated call center. From the site another lead was developed for the retail destination taskforce. Donna Hovey, broker for CBRE was identified as the chairperson for the ICSC and later agreed to speak at a retail presentation. Shaffer then reported that she completed a 3 page RFI from a company whose requirements met the specs of the MIP. Shaffer also assisted with preparations for the retail presentation on August 30th and worked on 2 previously approved EDIT applications to fulfill funding requests. Lastly, she entered the EDC into a new lease agreement for a postage machine that will save the EDC \$1,188 per year for the next 3 years.

C. Existing Business

Keep reported for Hansen on the Lean Manufacturing Forum. All who attended were very interested and wanted upper level management to listen to the presentation. It is important for upper management's support in able to implement the lean manufacturing concept. TBK America, Inc. was one local company in attendance.

D. Community Development

Doty reported that she has been working with Milton and they recently qualified for CDBG funding as a result of their income survey. This planning grant will study the existing water system plus the benefits and costs of installing wastewater and storm drainage systems. In conjunction with that effort Doty will attend a meeting with the Environmental Infrastructure Working Group (EWIG) with representatives from the town of Milton to present their utility project. She also developed the timeline for Cambridge City's planning grant and she continues to work on the DOT Foods infrastructure grant beginning to draw down funds.

E. Life Sciences

Ducey stated that she will leave Monday for a wind conference in Husum, Germany. Her attendance is a result in a contact Dinkle made while on his trade mission with Governor Daniels. That contact later came to visit Richmond and encouraged our presence at the wind conference to meet with him again. Steve Saum of Richmond Power and Light will be attending too. Ducey then reported that she was on a panel for Indiana Health Industry Forum's RFPs regarding the statewide strategic life science planning. She also created and distributed an RFP to consulting firms to assess the feasibility of creating a light life sciences manufacturing shared facility.

COMMITTEE REPORTS

A. Financial Committee – Harris reported that the committee met with representatives from RRKN who presented the 2006 audit with no findings. The committee also reviewed 2 EDIT applications and reviewed the 2008 budget again.

B. Personnel Committee – Semler stated that the group discussed changes to the employee manual that is nearing completion. The 2 EDIT applications were also discussed.

C. Marketing Committee – Zetzl reported that the EDIT applications were discussed along with the EDC’s newly selected marketing firm, Brand Acceleration. The contract amount was originally estimated to cost \$60-70,000, but Dinkle cut the project down to roughly \$41,000. **Motion by Baumgartner, second by Holman to approve the services outlined by Dinkle. Motion carried.**

D. Industrial Park – Zetzl reported that Hansen is still working on obtaining FTZ status and that it moving forward despite the fact that it has become very difficult and complex. The committee discussed the IGIP prospect and permanent tenant signage needed at IGIP. The aeration system at the park is being installed and the cost is expected to be approximately \$18,000.

E. Executive Committee – Zetzl reported that the committee met with members of the retail taskforce where they asked for the EDC’s help in attracting retailers to the area. The committee agreed to test a few leads and Shaffer will lead the charge. The results will later be evaluated. This will not be a quick process because it may take time to make contacts and see results. The committee also agreed on the new van lease, discussed the EDC’s relationship with the SBDC, and formalized an incentive task force. Zetzl foresees the task force educating themselves, gaining historical perspectives, and creating a matrix of major prospects with the intern to find current trends.

OTHER BUSINESS

A. EDIT Application #07-098 – Doty reported that this EDIT application is from Cambridge City. This application is for \$1,500 for a CDBG planning grant match. The actual grant amount is \$30,000 and the match is \$3,000 and so Cambridge is asking for half of the match. Doty assisted with this because the EDC will piggy back off the grant so their engineering firm will find water hook-ups with expansion anticipated at IGIP in addition to determining the water capacity for the park and the residential area if they were looped into one. Typically the EDC does not assist with EDIT applications, but this one is tied to job creation and new investment at the industrial park. **Motion by Veramallay, second by Semler, to approve EDIT application #07-098 for \$1,500 to be paid from the discretionary fund. Motion carried.**

B. EDIT Application #07-099 – Zetzl stated that this project incentive was approved at the last board meeting, but contingent upon the submission and approval of an EDIT application. **Motion by Jackson, second by Hackman to approve EDIT application #07-099 for up to \$10,000 to be paid from the discretionary fund. Motion carried. Baumgartner abstained.**

C. Kick-Off of the School Year, Richmond Community Schools – Pat Heiny came to express that RCS is working to become an economic development asset to the community. She stated that she wanted to engender the board’s confidence in RCS. The school system is always looking to the future and they have a comprehensive literacy approach to ensure that every child has their literacy needs met. Heiny stated that RCS wants the EDC to help by recognizing that they are working on the problems, to help create a positive attitude within the community by celebrating small successes, to come and talk to the RCS board about their importance to economic development efforts, and to run for the school board.

ADJOURNMENT

The meeting was adjourned at 5:01 p.m. without a motion.

NEXT BOARD MEETING– 4:00 p.m. on Monday, October 1, 2007 at Richmond Power and Light located at 2000 US 27 South, Richmond, Indiana.