

**River Hills EDD & RPC
Executive Board Meeting Minutes
September 28, 2017**

Call to Order

The regularly scheduled meeting of the River Hills Executive Board was called to order by Chairman William Graham at 7:00pm.

Those members present:

Tony Jackson, City of Charlestown
Michael Killen, Clark County Surveyor
Chris Welch, Floyd County Commissioners
Brian Smith, Floyd County Commissioners
Betsy Blocker, Town of Lanesville
Michael Shireman, Town of Palmyra
William Graham, City of Scottsburg

Also present: Jill Saegesser and Chelsea Crump, River Hill's Staff

Those members absent:

Martina Webster, Town of Sellersburg
Adam Dickey, City of New Albany
Preston Shell, Washington County Commissioners
Steve Meyer, Scott County Commissioners

Approval of Minutes

William Graham asked if there were any additions or corrections to the March 23, 2017 Executive Board meeting minutes. The board minutes were mailed with the meeting notice. William Graham asked for a motion to approve the Executive Board meeting minutes. Michael Killen made the motion and Chris Welch seconded it. The motion was approved.

Approval of Expenditures

William Graham asked for a motion to approve the December 2016 and January 2017 expenditures. Michael Killen made the motion and Chris Welch seconded it. The motion was approved.

Other Business

CEDS Annual Update Approval

The River Hills' CEDS was adopted in the fall of 2015. The first annual performance report: summarizes any adjustments made to the CEDS, reports on economic development activities in the district supported by River Hills, evaluates the progress of the CEDS action plan and goals, and discusses the schedule of goals for the next year. The River Hills' CEDS document was designed to easily track economic development activities, progress towards identified goals, and action schedules. The evaluation matrix included lists relevant actions taken and projects completed towards specific strategies and objective. Statistical data will also be included in future performance reports but require a longer term for reporting to ensure more accurate and relevant data. Updated Annual Needs Assessments from communities are also included.

The first goal outlined in the CEDS is to develop human capital to create a workforce that thrives in the modern economy. River Hills' strategies for this goal include establishing and building relationship with local schools to help improve educational outcomes and achievement, and to work with local colleges and local organizations to promote and expand workforce development programs, among others. Over the last year River Hills has worked with Salem Community Schools on their Safe Room project and has continued to be a part of Corydon's Stellar project which also seeks to engage the local school district in projects. River Hills has assisted in "Skills Up" grant applications in previous years but has not been involved in the

resubmission process this year. River Hills will continue to seek opportunities to assist in the development of programs which will help improve educational attainment and workforce skills including a 21st Century Schools Grant for New Albany Floyd County School Corporation.

The next goal outlined is to help maintain and expand effective and efficient local infrastructure. Strategies are to regularly collaborate with communities on project needs and to assist them in developing and implementing infrastructure projects including water, waste water, and drainage projects, transportation projects, broadband, and energy. River Hills continues to assist water expansion and maintenance projects for Floyds Knobs and Watson Water and is assisting South Harrison County with a water expansion project, Palmyra with a Waste Water project and New Washington in Clark County with a drainage project.

River Hills has continued to promote and support the development and updating of Asset Management Plans for transportation facilities across the district. River Hills regularly attends meetings with INDOT, KIPDA, and other MPOs. River Hills continues to collect traffic data and is seeking to expand planning services for our communities and has assisted in Community Crossing applications. River Hills staff continues to contribute to the development and marketing of the Ohio River Greenway. River Hills will continue to promote the expansion of broadband services across the district such as the Milestone public/private partnership in Harrison County and will assist in energy related projects as they develop.

The third goal of the CEDS is to improve the quality of life in communities across the district. Strategies for this goal include supporting the development of community planning efforts and their implementation, supporting the development of recreational resources, and promoting health and safety efforts in communities. Over the last year River Hills has worked on projects including: Georgetown Downtown Revitalization Plan and implementation, Scottsburg Downtown Revitalization Plan, Corydon Stellar projects, Borden Parks and Recreation Plan, Sellersburg planning efforts, New Albany Big P project, Laconia Community Center, and Washington County Courthouse rehabilitation. Health and safety projects assisted include: LifeSpring Facility Feasibility Study, Scott County Infectious Disease Services, and research for Salem police and fire services. River Hills also contributes to the homeless Coalition of Southern Indiana.

The fourth goal outlined is to ensure the economic strength, resilience, and sustainability of the district. Some of the strategies to achieve this goal are to collaborate with local units of government and economic development organizations to target areas of strength and assist areas of weakness in the economic landscape, to support new business development, redevelopment of brownfield sites, and to assist with disaster readiness and recovery planning. River Hills regularly collaborates with local economic development organizations and local governments on development issues including discussions regarding establishing a Regional Development Authority. River Hills has also managed a Brownfields Assessment program which has funded seven Phase I Assessments and 3 Phase II Assessments thus far. River Hills has also assisted with the adoption and approval of Multi-Hazard Mitigation plans across the district.

The final goal described in the CEDS is to improve or leverage the capacity of local government and non-profit organizations by providing technical assistance, collaboration, and improving staff skills and abilities. In the last year, River Hills has assisted several non-profit organizations with grant writing and research including Develop New Albany, One Church in Corydon, and the Clark County Health Department. River Hills website can be utilized as a clearing house for agency information and links. Staff has assisted local governments with research, administrative, and management tasks ranging from grant writing, financial management, Census Updates, and so forth. And finally, staff continues to attend training opportunities such as Indiana Housing Council, Brownfields, MPO, and IARC conferences.

Over the next year River Hills will continue to implement the CEDS as outlined in the evaluation matrix. River Hills has successfully facilitated projects involving infrastructure improvements, quality of place planning, and brownfields redevelopment, among others in the last year. River Hills will continue to pursue these types of projects in the next year and others as outlined in the CEDS.

The 2017 Annual Update is due to EDA on or before October 31, 2017. After discussion and review, Jill Saegesser recommended that the Executive Board, acting as the CEDS committee, approve the update with

the changes discussed and allow it to be submitted to EDA. Michael Killen moved to approve the 2017 Annual Update as corrected and submit it to EDA. Chris Welch seconded the motion. The motion was approved.

Executive Director Report

Staff – Nick has been out of the office attending the MPO Conference in Michigan City and Lori has been sick the past few days.

EPA Brownfield Assessment Grant Status Update

Please see the attached handout for more detailed information.

To date River Hills has funded 5 complete Phase I Environmental Reports:

Robinson Foundry (Clark Co)
Marshall's Forest (Clark Co)
Marshall's Junkyard (Clark Co)
Former CAB X (Clark Co)
Stemwood (Floyd Co)
Total cost: \$20,500.

We have also approved Phase I Environmental Reports for:

Keller East (Harrison Co)
Keller West (Harrison Co)
Estimated total: \$6,400.

Phase II

A Phase II environmental assessment was conducted on Robinson Foundry for a cost of \$32,857.47. Phase II assessments are underway for Marshall's Forest and Marshall's Junkyard for an as yet expended estimate of \$121,400.

These have all been Hazardous Material expenditures from the Task 3: Phase I & Phase II category. The total spent or to be spent is \$182,157.47 of a total budgeted amount of \$332,200 (54.8%). Clark County has expended most of this total \$168,557.47 (92.5%) with most of that being in Phase II funding.

We anticipate that the Keller Sites will require Phase II funding as well.

Based on the goal of spreading the money around to all Coalition members but also funding the best available site, we would like to support the development of sites in Washington, Scott, and Floyd Counties. However, given the grant timeframe and the amount of time required to perform testing and reports if we do not receive requests from these areas we will have to move forward with the sites we have received.

For Petroleum funding we have only received one potential site in Harrison County and would like to find more sites to develop in all of our Counties to expend these funds.

Annual Dinner

Attendance/Expenses: \$7,509.93

Revenue: \$8,570.00 – we had 31 sponsors, which is a net gain of 4 from 2016, for a total of \$8,300, a net gain of \$800 from 2016

Total Revenue: \$1,060.07

2018 Budget

I am meeting with Jill Oca on October 19th to discuss the 3rd quarter and start working on the budget. We have received our insurance renewals for health, life, etc., and the health insurance premium has increased about 2.5%. I have asked to meet with the insurance agents to discuss alternatives. I will also be setting up a meeting with the Salary/Personnel committee later this month to go over the alternatives and discuss the budget

Staff Reports

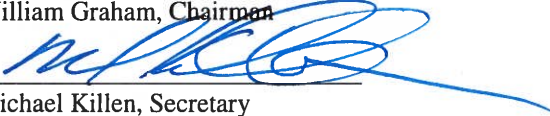
The staff reports were sent out with the meeting notices.

Adjournment

William Graham asked if there was any other business to come before the board. There were no comments, William Graham asked for a motion to adjourn. Michael Killen made the motion, Michael Shireman seconded. The meeting was adjourned.



William Graham, Chairman



Michael Killen, Secretary