



Greater Wabash Regional Planning Commission

10 West Main St. • P.O. Box 209 • Albion, Illinois 62806

Tel: 618.445.3612

Fax: 618.445.3629

www.gwrpc.com

MINUTES: Board of Directors Meeting
September 26, 2019
GWRPC Office-Albion, IL

Attendance:

Present:	Absent:
Alex Pleasant	Jonathan Goff
Roger Pethtel	George Bohman
Randy Hallam	Wes Harris
Charlotte St. Ledger	Betty Brian
Kim Carlson	Dennis Graves
Jim Brewer	Don Price
Rodney Ranes	Robert Dean
Larry Miller	Gary Sloan
Rob Anniss	Steve Hartsock
Joe Judge	Roy Kessel
Jim Pfeister	
Gerald Edgren	
Scott Merkle	
Brent Maguire	
Mike Knight	
Andrea Hays	

Call to Order & Pledge of Allegiance

The meeting was called to order at 6 p.m. by Joe Judge, Board Chairman. The Pledge of Allegiance was said.

Special Guest

James Murphy with Leymone, Hardcastle & Co. presented the 2018-2019 Audit for the year end March 31, 2019.

Approval of Minutes

Joe Judge, Board Chairman, asked for approval of April 18, 2019 meeting minutes.

A motion was made by Scott Merkle to approve the minutes as presented. A second came from Rodney Ranes and the motion passed.

Approval of March-August 2019 Financial Report

Joe Judge, Board Chairman, asked for approval of the March-August 2019 Financial Report.

A motion was made by Randy Hallem to approve the Financial Report as presented. A second came from Charlotte St. Ledger and the motion passed.

**An EDA Designated Economic Development District
Crawford-Edwards-Lawrence-Richland-Wabash-Wayne-White**

This institution is an equal opportunity provider and employer.

RLF Committee

Joe Judge, Board Chairman, presented the RLF Plan Resolution. He explained the GWRPC RLF Plan has been amended to include the merger of the City of Olney's RLF. The GWRPC Board will need to approve the 2019 RLF five-year plan.

Personnel Committee

Larry Miller, Committee Chairman, presented the Committee's decision to appoint Olivia Baumgardner as the Executive Director and to have a Executive Director 90 day review at the next Board of Directors meeting. He also discussed keeping Sarah Mann as a consult until June 2020. Larry Miller also discussed hiring another Grant Administrator.

Old Business- None

New Business

2018-2019 Audit- Brent Maguire made a motion to approve the 2018/2019 Audit presented by James Murphy. Larry Miller seconded the motion. Motion carried.

RLF Plan Resolution- Scott Merkle made a motion to approve the RLF Plan Resolution and Brent Maguire seconded the motion. Motion carried.

Executive Director Appointment- Roger Pethtel made a motion to approve the appointment of Olivia Baumgardner to Executive Director and to have a Executive Director 90 review at the next Board of Directors meeting. Randy Hallam seconded the motion. Motion carried.

Jim Pfeister made a motion to keep Sarah Mann on as a consultant until June 2020. Rob Anniss seconded the motion. Motion carried.

Charlotte St. Ledger made a motion to hire another Grant Administrator. Jim Brewer seconded the motion. Motion carried.

Executive Director's Report

Open CDBG Projects:

Applied for in 2017, awarded in 2018:

- Carmi – rehab and construction of sewer lines, septic tank and hookups along Marguerite Street. The materials have been delivered and the city workers will be starting on the work soon.
- Big Mound Township – construction waterlines and hooking up 7 homes who currently do not have a public water supply within Boyleston Water Works. The construction is complete, hoping to finalize this project by November.
- Bridgeport – sewer lagoon rehab, we are waiting on a preconstruction meeting to be set. We are hoping to start construction in November.

Applied for in 2018, awarded in 2019:

- Lawrence County – construction of waterlines within the Petrolia Water District. The total construction is \$422,005.50, we will receive \$27,465 on admin. The engineers are currently working on the design, we are waiting for a pre-bid meeting to be set.

- Lawrenceville- relining sewer lines in the southeast quadrant of the City. The total construction is \$500,000 and we will receive \$35,000 on the admin. The Lawrenceville bid opening was today, they received 4 bids, the City will make a selection at their next city council meeting.

Pending 2019 applied for on August 29th:

- Grayville – replacement of waterlines, we applied for \$500,000, if awarded we will receive \$35,000 for admin.
- West Salem – sewer lagoon rehab, we applied for \$293,840 if awarded we will receive \$20,569 for admin.
- Olney – replacement of waterlines, we applied for \$406,130 if awarded we will receive \$28,429 for admin.
- We are hoping to hear from DCEO in November about which grants were awarded. If awarded all 3 grants, we will receive an estimated total of \$83,998 in admin.

CDBG RLF Closeout projects

- Carmi – wastewater treatment plant, total construction was \$288,785, our admin was \$16,785. We are currently waiting on the materials to be delivered.
- Carmi – Industrial Avenue road project (50/50 EDA and CDBG RLF), total project was \$1,025,360, our admin was 40,000. Bid opening was today, they received 5 bids. The Carmi City Council will make a selection at their next City Council meeting.
- Olney – rehab of Elliot Street bridge, total construction was \$314,931, our admin was \$18,256. The engineers are currently working on the design, we are hoping to starting bidding on October.
- Mt. Carmel – Oak Street sidewalk, total construction is \$395,006.20, our admin will be 27,650. Our office is currently working on the environmental review.

USDA/RD- CF Grants

- LWFPD- received 25,000 from a brush truck.

IDOT RTP-

Mike is working on bike path feasibility study located in White County from Grayville's Rest Up Camping & RV Coral to the road leading up to the New Harmony bridge in Crossville. Last week we applied for an extension on the grant making the new expiration date September 30, 2020. The reason we requested the extension is because President Trump signed the Restore the Harmony Way Bridge Act. The Act will transfer control to the bridge authorities of Indiana and Illinois. Our office would like to participate in this and incorporate the new information into the bike path study.

Executive Director Training:

I have been working with Sarah to learn the aspects of the director position. We still need to review the RLF loans, RLF loan processing, financial management, budgeting (March 2019), and in October the reports to EDA will be due. Sarah and I have planned a Saturday in October to teach me how to do those. These reports are due semi-annually in October and April. Sarah is planning on being here onsite a week in November to teach Heather and I how to process SAM and GATA updates.

August 12th-15th I attended the Midwest Community Development Institute Training in Moline, IL. Throughout the training we discussed community and economic development, business retention and expansion, building

entrepreneurial communities, and modernizing local public services. This is training 3 years and I look forward to attending next August.

September 10th-11th I attended the Council of Development Finance Agencies EDA RLF training in Chicago. This training discussed the basics of revolving loans funds, how to manage RLFs, and explained the start to finish process of RLFs.

September 24th Heather and I attended the Southern IL Works conference in Benton, IL. This conference discussed workforce development. We broke up into two roundtables discussing, manufacturing and healthcare. We talked about issues of not being able to fill jobs and finding quality workers.

On October 16th Heather and I will be attending the Regional Disaster Conference in Marion, IL. This year's theme is "weathering the storm." We will discuss preparing businesses and homeowners for earthquakes, preparing safety zones and shelter within a community, and communication services during the disaster.

Two years ago, our office held an elected official training at OCC. It was planned to host another event this fall, but we are busier than expected so we are hoping to host another training in spring or summer 2020.

Currently the GWRPC RLF account has \$227,891.54. We have had people reach out to us interested in our program. Currently they are working on the applications and talking with their banks on the letters and business plans.

A motion was made by Scott Merkle to adjourn the meeting. Andrea Hayes seconded the motion. The meeting was adjourned at 6:40 p.m.

The next meeting will be December 5, 2019 at the GWRPC office.