



Greater Wabash Regional Planning Commission

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MINUTES: Board of Directors Meeting

June 22, 2017

GWRPC, Albion, IL

Attendance:

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

Call to Order & Pledge of Allegiance

The meeting was called to order by Joe Judge, Board Chairman. The Pledge of Allegiance was said. Joe welcomed new board members Wes Harris, Tom Robinson and Betty Brian.

Approval of Minutes

Joe Judge, Board Chairman, asked for approval of March 23, 2017 meeting minutes.

A motion was made by Steve Hartsock to approve the minutes. A second came from Charlotte St. Ledger and the motion passed unanimously.

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

This institution is an equal opportunity provider and employer.

Approval of March, April and May Financial Report

Randy Hallam, Treasurer asked for approval of the March, April and May Financial Report. A motion was made by Randy Hallam to approve the Financial Report as presented. A second came from Larry Miller and the motion passed unanimously.

Finance Committee- Randy Hallam, Treasurer gave the Finance Committee update. The Finance Committee met at 5:30 this evening to discuss leasing a new copy machine. Options were presented to the Finance Committee for 3 companies- GFI, Lang and Alpha Laser. It was the recommendation of the committee to go with the lowest cost, which is GFI out of Mt. Vernon, IL. The copy machine lease will be a 60month lease for \$64.64 per month with copy costs added extra. Randy Hallam made the motion to lease from GFI and Gary Sloan seconded the motion. Motion carried.

Old Business- None

New Business

The end of the year budget for FY1617 ended 3/31/2017 was presented, Charlotte made the motion to accept the end of the year budget as presented. Jim Pfister seconded the motion. Motion carried.

Revision of 2017-2018 Fiscal Budget

Joe Judge presented the 2017-2018 budget revision which had been mailed to board members. Minor changes included equipment expenses and changes in some of the categories. Total Budget is now \$175,000. Charlotte St. Ledger made a motion to approve the budget as passed out. Kim Carlson seconded the motion. Motion passed.

The CEDS Resolution of Support was presented. The CEDS will go to EDA next week. Steve Hartsock made a motion to accept the Resolution, Rob Anniss seconded the motion. Motion carried.

The 2015-2016 Audit was given to Sarah this week but it had errors. They will revise and it will be sent out to the board. It was recommended that we put out an RFQ/RFP for interest in someone to do our audit at GWRPC for FY1617. Executive Committee will review those who respond.

Executive Director's Report

GWRPC Executive Director's Report

June 22, 2017

- **Stronger Economies Together- USDA-** We received our \$5000 grant for the SET plan to purchase the CORE Synchronist software that all participating counties in our region will use to store business retention visit information. GWRPC will use the data for reporting and gathering needed regional information on companies and the needs in the region. The grant paid for the initial license and 2 years of use. The partnering economic development agencies all paid \$75 each to pay for the 2nd year of the license (Fairfield Area Development, Mt. Carmel Area Economic Alliance, City of Carmi, Lawrence County IDC, Richland County Development). We will have a training session to learn about the software in July and start using it.

We also have a meeting scheduled with Economic Development Directors on July 13th- Ashley Spannagel with IECC has requested that we get together with local workforce investment (WIOA) groups and talk about gaps in service and how we can all work together.

We are planning a 2nd annual Business Education Symposium in October, last year it was held at Carmi White County High School and was very well attended by 70 people. We will again host speakers and get communication between K-12 education, higher education, and the business community.

We were asked to be the keynote speaker at a teen conference in April for Carmi White County High School. David and Olivia put together a panel of speakers from businesses in White County to talk about soft skills. The entire high school was present and after the presentation they went to individual sessions to learn about job opportunities at different companies in Carmi and White County.

Olivia is working on employer videos to show to area high school students on jobs in the region. Wabash Valley College has agreed to put the videos together, she will be working with Kyle Peach to make a short and long version of companies in the region and specific jobs that younger students might not be aware of and what education needs go along with each job. The first employer video will be Wabash Valley FS. They are very excited to work with us and have several jobs that will be available in the next few years due to retirements. They also have an internship program that they would like to highlight to the students.

- **Open CDAP Projects:**

Dundas West Liberty (sewer infrastructure) (95% complete) Waiting on confirmation of project completion then we will schedule a close out hearing.

DCEO changed the way they are awarding the 2017 grants, both Lawrenceville and West Salem were given notice of state award finalist and must clear environmentals before getting the actual grant award. Lawrenceville is waiting on environmental clearance to finish (30 Day tribal notice and newspaper posting), potentially send to DCEO around 7/18/17. West Salem is waiting on environmental clearance (tribal notice and posting in newspaper) potentially send to DCEO 8/1/17 for clearance and grant agreement.

Housing- Olney- We are still taking applications, we have 5 homes that qualify so far. Tier II Housing Environmentals were sent to DCEO for pre-review on 6/21/17.

2017 CDBG- CDBG grant application dates have not been announced yet, however David found out this week that it might be Sept. before we get an application and Fall before they are due.

Potential 2017 CDAP-

1. Petrolia Water District- (Lawrence County) water line replacement. Conner & Conner is redoing this project from last year
2. City of Carmi- septic tank/sewer project- Lamac working on/ City doing surveys
3. Noble- water line project spoke with Dick Clark- sent survey (David talk to Mike Bridges about line and permit) \$100,000 waterline around 8 households

4. Fairfield- water line replacement- sent income survey (Connor & Connor)
5. Allendale- waterline replacement (Lamac) spoke with Village on 6/20 and they will be doing income survey.
6. Robinson Palestine Water District- Farnsworth working on surveys and design for water line replacement

Delta Regional Authority grants- DRA came to monitor this week on 6/20/17, they monitored the Grayville project as well as the Planning Commission as a Local Development District. We receive \$2000 per year to be the LDD for DRA for White County.

Grayville Stephenson Street 2015- waiting on final administration payment

Grayville Koehler Street 2016- construction has begun, this will extend the road to the new RV park at the I64 Plaza.

2017 Crossville was awarded \$42,000 to replace their gas regulator plant that was destroyed in the February tornado. They will be completing the project this summer.

USDA/RD- CF Grants

Grayville (Police Car)- submitted- holding public meeting on 7/10.

Robinson (Police Car)- Denied

Crawford County (jail building)- on hold- waiting on county

White County (Ambulance)- waiting on Treasurer from question

City of Albion (Squad Car)- submitted

Edwards County (Squad Car)- submitted

Olney (Squad Car)- emailed Allen 5/11/2017 to request quote

Fairfield (Squad Car)- emailed Brent 6/20/17 about preapplication

USDA CF Technical Assistance Grant - Sarah applying for grant due 7/24 for GWRPC office for up to \$150,000 to assist with applications for Community Facility grants and loans. We do this now and don't receive funding for it so it will be a perfect fit if we get the grant. The grant would be to provide technical assistance to rural communities for the USDA programs.

FEMA PDMP- Waiting on FEMA for preapproval before all counties and cities must pass their plan. Olivia is typing up resolutions of support for the plans and will send them out when we get approval from FEMA. Edwards has been approved, Olivia will get resolutions from all participating jurisdictions for Edwards to send back to FEMA. Still waiting to hear on Wabash, White, Wayne, Lawrence and Crawford.

IDOT RTP- The State of Illinois as authorized the IDOT Rural Transportation Funding for 2016-2017. The formula is based on population. We received \$18,275 for rural transportation planning. We received a letter this week stating that the grant is on hold as of 6/30/17 and no expenses would be reimbursed after that. Sarah will be billing for November through June 2017.

Elected Official Training- August 24th (9:00- Noon) at the Olney Central College Performing Arts

Theater. Confirmed Speakers:

IDES- John Otey

WIOA- Deb Waldrop

Illinois Association of Counties- Kelly Murray
IFA- Patrick Evans
IOC- Louisa Keefe
USDA- Rusty Wanstreet/Kate O'Hara
LWIA- Kevin Pierce
CDBG- Cietta Gower

Invited: IEPA, IDOT, GATA, Rep. David Reis

Illinois Transportation Enhancement Program: City of Olney has requested to start an application in hopes that the 2017 funding cycle is opened in October for sidewalks on Highway 130. There have been 2 fatalities in the last year. We are scheduling meeting with the city, engineer and IDOT.

RLF- We currently have money available to lend.

CEDS- The 5-year update CEDS will be submitted next week. It has been on display for 30 days.

Brownfield Grant Update: The grant expires on September 30th.

Phase I reports that have been completed by Terracon: Krumm Building (West Salem), Grayville IP, Hutsonville Old School, City of Olney CIPS Site, City of Olney East IP, City of Olney Benton Site, City of Robinson (Briggs Pottery Site East and West), City of Mt. Carmel (Quality Cleaners), City of Olney (Garment Factory), Norris City Property

Phase II- Briggs Pottery Site East and West

EDA- We received our modified grant agreement from EDA increasing our grant to \$70,000 per year. They will be hosting an economic development conference the last week of August in Chicago. Olivia will both be attending.

Office Manual/ByLaws- I will be revising the office manual and bylaws before the next meeting. The State of Illinois new GATA requirements will require us to have some written policies in place that we currently do but are not written. One example is a yearly audit. We do a yearly audit but don't have that documented in either the bylaws of the manual. We will also be putting some grant procedures into the office manual. That should be finished by the September meeting.

Next meeting is **September 21st** at 6:00 at GWRPC.