

MINUTES
Greene County Industrial Development Authority
September 12, 2017

I. Call to Order:

The meeting was called to order at 9 AM. Those present were as follows.

Joe Simatic, Chairman
Sheila Stewart, Vice Chairman
Andrew Corfont, Treasurer (By phone)
Jason Neighbors, Secretary
Mike Belding, Assistant Secretary/Treasurer
Ernie DeHaas, Solicitor (By phone)
Sharon Rodavich, GCIDA Consultant
Don Chappel, GCIDC
Robbie Matesic, DED

II. Approval of Minutes – August 8, 2017

- a. Motion to approve: Mike Belding
- b. Second: Jason Neighbors
- c. All in favor.

III. Treasurers Report

- a. Revised Balance Sheet as of
- b. Balance Sheet as of August 31, 2017

IV. Profit and Loss

- i. Crystal explains the different lines and amounts of each. Mainly the ISRP (Grants) and LANGAN (Consulting services).
- ii. Asked about the negative balance. Crystal responds that there are pending checks on LANGAN that are going out before deposits are being made into Quickbooks.
- iii. Crystal says that not all entries have been added into Quickbooks.
- iv. Sheila says that she wants all the deposits entered into Quickbooks to show we are not negative.
- v. Suggested to be moved to Old Business for the next meeting.

V. Approval of Checks for Payment –

- a. County – Verizon September - \$54.73
- b. CBCInnovis, Inc. – \$5.18
- c. County of Greene - \$54.76
- d. Ohio Casualty Insurance Company - \$470.00
- e. Radcliffe & DeHaas, LLP – \$644.00
- f. Greene County - \$124.00
 - i. Motion to approve: Sheila
 - ii. Second: Jason
 - iii. All in Favor:

VI. Public Input

- a. No public input

VII. Old Business

- a. Approve 2016 Audit
 - i. Motion to approve: Sheila
 - ii. Second: Mike
 - iii. All in Favor
- b. Greenetech Mortgage Satisfaction
 - i. Revisions were made and filed. Invoiced to Greenetech waiting for payment.
- c. US-EPA Brownfield Assessment Grant – Debriefing to be scheduled
 - i. Discussion about the board entertaining a proposal to submit this again.
- d. Notice of Filing Requirement 2017 Pension Plans Form
 - i. Left on here because they are pending, Crystal wanted them to be here for the transition and change. This is still with Jeff.
- e. WP&B – ERC- GCIDA consideration in chairing the ERC Committee
 - i. Conversation for the future and the new person coming into the position.
- f. REAP Program
 - i. Rural Energy for America Program Renewable Energy & Energy Efficiency.
 - ii. Review with loan committee and shared with economic development.

VIII. Revolving Loan

- a. T&A Automotive Services Paid in Full
 - i. Mortgage satisfaction and filing fee. Crystal said she has to adjust the way that she billed them because it looks like they were billed twice.

IX. LANGAN/Mather – Brownfield Initiatives

- a. Brownfield Area- Wide Planning Program AWP Proposal (Motion)
 - i. Approved by Commissioners and check was deposited.
 - ii. Motion to sign and accept the money that was received from the commissioners.
 - 1. Motion to approve: Sheila
 - 2. Second: Mike
 - 3. All in favor.
- b. Payment Request #6 - \$8,648.50
 - i. Motion to Approve: Sheila
 - ii. Second: Mike
 - iii. All in favor.

X. New Business

- a. Cypher and Cypher ISRP Audit – \$2695.00
 - i. Motion to approve: Sheila
 - ii. Second: Mike
 - iii. All in favor.
- b. New Hire – Motion
 - i. First day for the new hire will be September 25, 2017.
 - ii. Motion to accept the new hire of Emily Bosworth as GCIDA Associate.
 - 1. Motion to Approve: Mike
 - 2. Second: Sheila
 - 3. All in favor

XI. Consultant's Report – Sharon Rodavich

- a. Memo of Agreement
 - i. Merger with the entities IDA IDC DED
 - 1. Discussed that this is an ongoing process and that nothing has been finalized.
 - 2. Talked about maybe joining all three departments into one central location, still a work in process.
 - 3. Commissioners are on board with this plan, depending on the circumstances of locations and buildings.
 - ii. Submit this to agreement for Ernie to create the collaborations of this plan.
 - 1. Motion to Approve: Jason
 - 2. Second: Sheila
 - 3. All in favor.
- b. SIP Criteria Changes
 - i. Per Ernie made a few changes to the criteria.
 - ii. Board members had a few changes on the wording of the documents, relayed these changes to Ernie.
- c. SIPS apps approval
 - i. Don Chappel lets the IDA board know about the listings, 6 that the committee has recommended and is wanting the IDA board's approval of those recommendations.
 - ii. Board asked about job creation from these businesses.
 - iii. Discussion on making the SIP program more known to the public.
 - iv. Sheila states that the applicants who applied for the program were people who had come to the Economic Development office and had a need and had projects on the table. They also had job creation available. That was the pot that was first looked at as far as the SIP program applicants.
 - v. Discussion about programs terms and conditions.
 - vi. Vote on accepting the six proposals from committee, contingent upon the execution on a grant agreement.
 - 1. Motion to approve: Jason
 - 2. Second: Andrew
 - 3. All in favor with one abstention from Sheila Stewart.

XII. GC-BRAC

- a. GC-BRAC Meeting following meeting at 10AM

XIII. Next Meeting

- a. October 10, 2017 at 9AM

XIV. Executive Session – Personnel (If needed)

XV. Adjournment

- a. Motion to Adjourn: Mike
- b. Second: Sheila
- c. All in Favor