

# OHIO RIVER



## GREENWAY

DEVELOPMENT COMMISSION

### Ohio River Greenway Development Commission

Meeting Minutes – April 21, 2016

315 Southern Indiana Avenue, Jeffersonville, Indiana

<b>Voting Members Present:</b> <b>Town/Cities</b> Clarksville – Paul Fetter, Town Council President (Proxy) Clarksville – Jim McCoskey Clarksville – Patrick Duggins (Proxy)  Jeffersonville – Mayor Mike Moore (Proxy) Jeffersonville – Philip Hendershot, Chair  New Albany – Chris Gardner  <b>Governor's Appointees</b> Clark County – Jay Conner, Treasurer Floyd County – Ed Jerdonek (Proxy)  <b>Non-Voting Members Present:</b> Jim Epperson, Clark/Floyd Tourism Bureau  <b>Project Staff</b> Shaunna Graf – Project Director  <b>Others in Attendance</b> None	<b>Proxies</b> Brian Kaluzny to Paul Fetter Brittany Montgomery to Patrick Duggins Nathan Pruitt to Mayor Mike Moore Jim Epperson to Ed Jerdonek  <b>Voting Members Absent w/o Proxy:</b> Jeffersonville – Courtney Hover New Albany – Mayor Jeff Gahan New Albany – Courtney Lewis  <b>Non-Voting Members Absent</b> Wendy Dant Chesser – One So. Indiana Jim Ude – INDOT Lucas Green – DNR  <b>Project Staff Absent:</b> Matt Schueler – USACE
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### Call to Order and Attendance

Phil Hendershot called the meeting to order at 3:07 pm and proceeded with taking attendance.

### Old Business

#### Approval of Monthly Meeting Minutes

The April 2016 minutes were presented for approval. Jay Conner moved to accept the minutes with corrections (Seconded by Brian Kaluzny.) The motion passed.

#### Contract for Staffing Services

Phil Hendershot reported the task force received an alternative contract proposal and has met but has not been able to reach a decision yet.

Chris Gardner moved to table the discussion of the contract until the task force is able to meet again and extend the contract one month ( Seconded by Jay Conner.) There was some discussion about the recommendations for the appropriate paper work and movement forward at the next meeting. The motion did not pass.

Brittany Montgomery moved to move the discussion of the contract for staffing services to the end of the agenda (seconded by Jim McCoskey.) Motion passed.

## **Treasurer's Report**

Jay Conner reported the bank statements with an ending date of March 31, 2016.

The balance in the checking account is \$ 91,939.01

The money market account balance is \$ 78,920.21

The claims for May 2016 were presented. Phil Hendershot moved to approve claim numbers 1088 through 1091 for the total of \$4718.20 (Seconded by Brian Kaluzny). The motion passed.

Claim #	Payable to	Claim	Total to Pay	Operating		Capital	
				Line Item	Amount	Line Item	Amount
1088	Shaunna Graf	Consulting Services	\$4,505.00	1	\$4,505.00		-
1089	Shaunna Graf	Office 365, Postage, Printer Ink jet refeills	\$63.20	7,10	\$63.20		-
1090	Natural Concepts	Website Hosting (Apr/May/June 2016)	\$75.00	8	\$75.00		
1091	CNPE	Annual fee Ctr. for Non-Profit Excellence	\$75.00	17	\$75.00		
Expenses Total			\$4718.20		\$4718.20		

### **Design and Construction – Project Update**

#### **Bailey West to Silver Creek Crossing**

Brian Kaluzny reported right of way has been obtained and certified. Brian acknowledged New Albany's help to workout all of the details. Bids will be opened on July 13<sup>th</sup> through the INDOT letting process. INDOT is requiring Clarksville to resubmit all of the stage 3 documents.

#### **Erosion Long-term solution - Harrison/Croghan Ave. to Loop Island Wetlands**

Brittany Montgomery reported the borings are complete and USACE funding has been secured to perform the study as to how the hydraulics affect the shoreline. Clarksville and USACE will take recommendations to US congress once the report is complete.

#### **Jeffersonville/Clarksville Connector Design**

Nathan Pruitt stated there was nothing new to report Jeffersonville.

#### **New Albany - 18th to 8th (INDOT Project)**

Chris Gardner reported New Albany is still on schedule for 5/3/16 bid opening through INDOT letting process.

#### **USACE Outstanding Issues**

##### **Closeout documentation – Operations and Maintenance Manual New Albany**

No movement.

#### **Design Credit Reimbursement Clarksville and Jeffersonville**

Shaunna Graf referenced an email sent to each community via Matt Scheuler regarding real estate eligible for project credits. The Big Four Bridge connector is eligible for credit. Each community will need to compile the back up documentation to show costs to then get the credits approved by the USACE. Shaunna to work with each community to compile information for backing up the credits.



## **Finance and Funding Committee**

### **Invoice to Jeffersonville for Wayfinding**

Jay Conner reported Jeffersonville's repayment of wayfinding signage has been received and deposited in the Commission's checking account. It was not reflected on the balances reported at this meeting.

## **Steering Committee**

### **Strategic Planning Action Items**

Phil Hendershot reported strategic planning actions will be taken on by the Steering Committee. Shaunna referenced the updated report from the CNPE in the meeting packet listing the recommended next steps.

### **Change of structure for the meetings**

Phil Hendershot reported the Steering Committee discussed the recommendation at the March Commission meeting to move to quarterly Commission meetings. Jay Conner introduced the draft Resolution to create a process for approving claims between quarterly meetings and a policy for a new regular meeting schedule. Jay indicated that an addition to the policy might need to be that if anything is over \$500 the approval would need to wait until the quarterly meeting. Jim Epperson noted that there is a procedure that allows for regular claims to be preapproved. Brian Kalunzy noted that the consulting services were a contract so it could be preapproved. The advisory committee meetings would continue on a monthly basis. Finance and Funding Committee would change to the Outreach and Awareness Committee. The Design and Construction Committee would change to Project Finances, Design and Construction.

Chris Gardner moved to table the Resolution and policy regarding the new meeting schedule to the end of the meeting after the discussions about the staffing contract (Seconded by Brian Kalunzy.) Motion passed.

## **Community Outreach/Friends of the Greenway**

Shaunna referenced a letter from Matt Gullo, President of the Friends of the Ohio River Greenway to the Commission. The Friends of the Ohio River Greenway are considering hiring an event planner for the 5K. The Tour de Pork is August 6<sup>th</sup> at Turtle Run Winery. Registration is now open.

## **Project Director Report**

Shaunna referenced the written report in the meeting packet. Shaunna noted that there has been no more information available from the Eppily Institute regarding the Indiana Trails Study using eco-counters and volunteers to administer surveys. Shaunna noted the upcoming presentations to Jeffersonville and New Albany City Councils. Clarksville's date has not been confirmed. The Commission will participate in the Steam Boat Race Day Rally for Tourism Destinations in Southern Indiana on May 4, 2016 from 4pm to 7pm at Big Four Station. A volunteer is needed from 5:15 to 7pm.

## **Contract for Staffing Services**

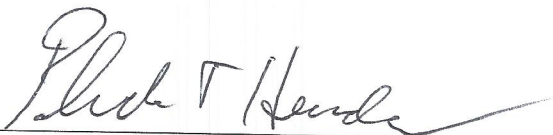
The Commission discussed the renewal of the Project Director contract. The Commission meetings and advisory committees will not change to new structure until after the contract negotiations are complete. Jay Conner moved to extend the current contract for one more month (seconded by Nathan Pruitt.) Motion passed

## **Public Comments**

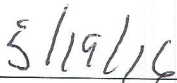
None.

## **Commission Comments**

None.



Signed by: Philip Hendershot, Commission Chair



Date signed