



**Ohio River Greenway Development Commission**  
Meeting Minutes – December 20, 2007

Old Bridge Building  
315 Southern Indiana Ave.  
Jeffersonville, IN 47130

<p><b>Voting Members Present:</b>          Clarksville – Jane Sarles          Clarksville – Paul Kraft (Proxy)          Jeffersonville – Philip Hendershot          Jeffersonville – Wayne Estopinal          New Albany – Mayor James Garner (Proxy)          New Albany – Anne Banet          New Albany – Pat Leist-Stumler          Governor’s Appointee for Clark County-          Elmer Hoehn          Governor’s Appointee for Floyd County-          Valla Ann Bolovschak  <b>Non-Voting Members Present:</b> Steve          Knowles – DNR (proxy)</p>	<p><b>Proxies:</b>          Trish Fraser to Paul Kraft          Scott Wood to Mayor James Garner          Rob Mackey to Steve Knowles</p> <p><b>Voting Members Absent w/o Proxy:</b>          Clarksville – Gil Campbell          Jeffersonville – Mayor Rob Waiz</p> <p><b>Non-Voting Members Absent w/o          Proxy:</b> None</p>
<p><b>Project Staff:</b>          Shaunna Graf – Project Coordinator          Matt Schuler – USACE</p>	<p><b>Members of the Community:</b>          Vicki Denhart</p>

**Call to Order and Attendance**

Philip Hendershot Hendershot, Chairman, called the meeting to order at 12:04 p.m and proceeded with taking attendance. Phil began business by addressing the need to change the order of the agenda. Item number 4 “Greenway Entranceway Signage Designs” was discussed first.

**Greenway Entranceway Signage Designs**

Shaunna Graf noted a spreadsheet listing each of the sign companies quotes. The sign makers had various design materials quoted making it difficult to compare the costs. Shaunna asked for Wayne Estopinal to speak about the various quotes as he has had professional experience working with sign designers. Wayne Estopinal reviewed the materials with the Commission and stated aluminum would be the most appropriate. There was some discussion as to the placement of the signs, materials used and sizes. Wayne suggested that the Commission proceed with a preferred sign company and work out more specific design issues. Wayne noted that he has worked with Commonwealth Sign Company previously. After further discussion of pricing and materials, Wayne Estopinal made a motion, seconded by Scott Wood to authorize Shaunna Graf to meet with Commonwealth Sign Company to further investigate sign development based on their proposal. Valla Ann Bolovschak volunteered to assist with any phase of the sign development. The motion passed.

### **Review and Approval of November 15, 2007 Meeting Minutes**

Valla Ann Bolovschak asked to have noted that the November Commission meeting was a luncheon meeting and that she did not partake in lunch that day. Valla Ann also noted that Scott Wood abstained from participating in the lunch provided. Valla Ann Bolovschak asked to have added to the minutes that she declined to return to the meeting. Valla Ann made a motion to accept the minutes with the noted changes. Scott Wood noted a typo on his last name as "Woods." Valla Ann Bolovschak withdrew her motion stating she wanted to clarify the section of the minutes stating voting members present. Valla Ann stated that she was not present. Trish Fraser stated that when roll was called Valla Ann was present. Valla Ann then reinstated her motion and Scott Wood seconded. The motion passed.

### **Treasurer's Report**

Pat Leist-Stumler, Treasurer, stated the money market account balance as of the 11/30/2007 bank statement is \$112,342.30. The checking account balance is \$35,086.40. Pat Leist-Stumler suggested the review of the claims for December take place after some other discussion.

### **Commission Member Reimbursement Policy for Traveling Expenses**

The Commission reviewed a proposed policy noting that a policy is continually a work in progress. This would be a policy to address the line item for Commission Member Travel in the proposed 2008 budget. Discussion included the ability for the Steering Committee to give preauthorization in the case of extenuating circumstances involving short-term notice of needed travel. Valla Ann asked to address the issue of her getting approval for reimbursement of her travel to the Greenways Foundation in Indianapolis. Discussion took place on what would need to take place in order to submit a claim. Valla Ann stated she felt that she had gone through this process. She stated that she was approved for travel in a prior motion. There was discussion regarding what type of motion was actually passed whether the motion was for approval of all trips Valla Ann took to Indianapolis or if it was specific to one trip regarding a trails initiative meeting. Philip Hendershot indicated that the reimbursement for Valla Ann's Greenways Foundation trips did not get passed the Steering Committee discussions. Jane Sarles stated the one trip that Valla Ann was reimbursed for did not include a blanket approval of all trips to the Greenways Foundation. Jane made a motion to accept the policy with the noted correction regarding the majority of the Steering Committee approval it was seconded by Trish Fraser. Scott Wood stated that the policy should include what the value of the reimbursement is regarding IRS rate and state statute. He also stated that the policy should include what are considered as the duties of a commission member. After further discussion it was decided that the policy would need additional work. The motion would stand, with no action. The policy needs to be reviewed by legal counsel and for legal counsel to clarify the duties of a commission member.

## **2008 Operating Budget**

A budget was presented to the Commission. There was some discussion as to the expenses for December being included in the carryover amount from 2007. It was clarified that the actual Balance Carryover for 2007 would be \$28,501.70. The income and estimated carry over to 2009 would also increase by \$15.00. Valla Ann moved to approve the Budget noting the \$15.00 changes. The motion was seconded by Scott Wood. The motion passed. Philip clarified that this is an operating budget for the Commission. That there is an entirely different accounting of all other income and costs associated with design and construction of the Greenway.

## **Construction Project Status**

Shaunna noted a new spreadsheet labeled “Progress Report” which will be a reporting tool for the Ohio River Greenway Commission and the USACE to track outstanding issues. The purpose of this tool is to allow guidance for what needs to be discussed at the Commission meetings. Matt Schueler stated he worked with his contact to transfer the Escrow account statements via e-mail to Pat Leist-Stumler. It was decided that quarterly or monthly statements would suffice. Jane asked for clarification from Matt as to the status of changing the geographic scope of the federally approved Ohio River Greenway Project due to the changes discussed actually making the costs of the project decrease. Matt stated he would check into what needs to take place for the “decision document” to be changed. Matt stated he believes it would require Congressional approval. Valla Ann stated that INDOT has approved the scope change of the Ohio River Greenway and asked if the documents associated with getting the INDOT approval would aid in getting the federal approval. Matt stated it would not likely aid in the process. Matt stated he would work to have an answer by January’s Commission meeting. Matt addressed the letter agreement between the USACE and the State of Indiana indicated on the progress report does not exist.

Matt stated he needed to report back to the USACE how the funds likely to be awarded at the end of December will be used. The Commission decided to hold a special session after the federal budget has been approved. This session would be dedicated to discussion of the estimated \$999,000 to be approved this amount is remaining from the original \$2.1 million requested by Barron Hill. The Commission set January 4, 2008 for this session.

**New Albany** – The base coat is on the trail located to the West of the Amphitheatre. The final coat will be added in the Spring as well as the finishing work with the fence. The light manufacturer is still investigating the best way to protect the lights along the upper trail.

**Jeffersonville** – Matt Schueler stated the lights have been installed. The work along the water’s edge will take place once the water levels drop for a significant amount of time.

### Monthly Claims

The Commission discussed the claims listed below. A motion was made by Jane Sarles and seconded by Elmer Hoehn to approve the claims listed below. The motion passed.

Claim	Amount	Description	Payable to
711	\$2333.33	Project Coordinator Services (December2007)	Shaunna Graf
712	\$101.85	Mileage reimbursement Greenways Foundation	Shaunna Graf
713	\$124.00	Greenways Foundation Luncheon Expenses	Shaunna Graf
714	\$1794.56	Replacement Laptop and Printer	Shaunna Graf
715	\$48.60	Ohio River Greenway Banner	Coast to Coast

### Project Coordinator Report

#### **Brownfields TPI (Trails and Parks Initiative) Application**

Shaunna Graf informed the Commission an application was submitted for the TPI on December 3, 2007. A meeting will be held at the New Albany site on January 9, 2008 at 10:00 a.m. to assess the area under consideration. The announcement of the awards will be made in February or March of 2008.

#### **Grant report to Caesar's Foundation**

The Caesar's Grant report was submitted.

#### **Greenways Luncheon**

Shaunna thanked the Commission for allowing her the opportunity to meet with other Greenways and Environmental organizations all seeking support from the State Government. Governor Mitch Daniels was the keynote speaker. The governor stated he is committed to trail building in Indiana. The governor unveiled a statewide plan for trails stating that State Government is moving toward the completion of these trails by promoting the partnership of local governments and private entities. The governor announced a finalized agreement with the State of Indiana and Penn Central. The agreement allows the conversion of 150 miles of railroad in 39 counties into trails. Although there are not any Penn Central rail lines in Clark or Floyd County, this agreement will hopefully serves as a template agreement with other railroad companies.

#### **Public Comments**

Vicki Denhart stated that she is a taxpayer in New Albany and a homeowner. Several months ago she approached the Ohio River Greenway Commission in order to honor Floyd County Deputy Frank Denzinger who died in the line of duty. Vicki wished to find out what action the Commission is going to take. Philip stated that honoring Officer Denzinger has remained on the slated items of discussion for the Commission. Elmer Hoehn stated that the Commission's actions in such a matter would be expected to take a long amount of time due to the Ohio River Greenway's status as under construction. Philip agreed that the Commission needs to take under consideration the best and most appropriate use for honorary plaques or monuments. Shaunna commented that the strategic planning session in February would be the appropriate forum to further discuss the possibilities. Valla Ann volunteered to find out what policies other organizations have for allowing the placement and purchase of plaques.

**Commission Comments**

Elmer congratulated and thanked commission member Wayne Estopinal for his contribution to the Ohio River Greenway Commission. Elmer also suggested the drafting of resolutions thanking the outgoing mayors for their contributions to the Greenway.

Jane stated that Clarksville is currently working through the INDOT process of ranking companies for design work.

**Administrative Issues**

It was noted that Commission members are to obtain proxies when they cannot attend meetings.