

Ohio River Greenway Development Commission

Meeting Minutes – February 21, 2008

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

Voting Members Present: Clarksville – Jane Sarles, Vice Chairwoman Clarksville – Paul Kraft (Proxy) Clarksville – Gil Campbell Jeffersonville – Wayne Estopinal (Proxy) Jeffersonville – Mayor Tom Galligan(Proxy) Jeffersonville – Philip Hendershot, Chairman New Albany – Anne Banet New Albany – Pat Leist-Stumler, Treasurer Governor’s Appointee for Floyd County- Valla Ann Bolovschak Non-Voting Members Present: Steve Knowles – DNR Ray Irvin – INDOT		Proxies: Trish Fraser to Paul Kraft Scott Wood to Mayor Doug England Jim Urban to Mayor Tom Galligan Brent Williams to Wayne Estopinal Voting Members Absent w/o Proxy: New Albany – Mayor Doug England Governor’s Appointee for Clark County- Elmer Hoehn Non-Voting Members Absent w/o Proxy: None
Project Staff: Shaunna Graf – Project Coordinator Matt Schuler – USACE Carol Labashosky - USACE		Members of the Community: Tom Jolly, Commonwealth Sign Co.

Call to Order and Attendance

Philip Hendershot, Chairman, called the meeting to order at 12:00 p.m. and proceeded with taking attendance. There was a note of weather conditions regarding the pending snow. Phil recognized Ray Irvin as the INDOT representative present at the monthly meetings and thanked Ray for attending.

Approval of January 17, 2008 Meeting Minutes

Minutes from the January meeting were presented for review. Valla Ann Bolovschak moved (Jim Urban seconded) to approve the minutes as presented. The motion passed.

Commission Member Reimbursement Policy for Traveling Expenses

Anne Banet moved to table the Commission Member Reimbursement Policy for Traveling Expenses due to a lack of time available during this meeting. Trish Fraser seconded the motion. The motion passed.

Signs

Tom Jolly presented to the Commission the proposed sign to be placed at the 6th Street Entrance to the Ohio River Greenway in New Albany. Tom indicated that the existing concrete sign can be used for the base of the new sign or it can be removed through the means of the Commission. The granite look on the bottom could be built

around the existing base. Tom Jolly recommended painting the concrete that is not covered by the cabinet to allow for the granite look. Ray Irvin suggested having the panel section of the sign detachable so that it can be replaced. The sign has a 1 year warranty.

Fluorescent tubes are used for lamps to light the sign inside. Power would have to be run to the site from on top of the levee.

The Commission decided it would be best to mount the sign to the concrete. Masonry work could be done at the bottom. The turnaround time for building the sign would be 6 to 8 weeks. Cost to the Commission would be \$9,000 plus electrical work, masonry (if it is decided to be necessary) and landscaping.

Tom made reference to a sign incorporating a horse just completed by Commonwealth at Oxmoor Center and the signage for the Townfair shopping Center.

Phil Hendershot thanked Tom for presenting to the Commission and for his work thus far.

Trish Fraser moved to direct the USACE to initiate a change order to allow the signage work to go through the USACE construction process. Jane Sarles seconded the motion and it passed unanimously.

Project Coordinator Report

Shaunna Graf presented the Commission with a summary of the Strategic Planning Session including handouts of the Greenway segment priority and funding sources. Shaunna will use this material to put together an appropriations request to the federal government through Baron Hill's offices.

Shaunna presented the 2007 Annual Report as reviewed by Phil Hendershot, Jane Sarles and Pat Leist-Stumler. Shaunna asked the Commission to approve the report for signature by the officers of the Commission and distribution. Trish Fraser noted that the community leaders will be very interested and glad to receive this report. Trish made a motion to accept the report, authorize the officers to sign and have the document distributed. Jim Urban seconded the motion. The motion passed.

Shaunna reported that the Fiscal Annual Report is being submitted electronically to the State Board of Accounts on Monday, February 25. She and Pat Leist-Stumler have been working to complete this report.

Shaunna reported that the Ohio River Greenway was announced as a recipient of the Brownfield's award in the form of Phase I environmental work for the bank stabilization area in New Albany. If the Phase I indicates the need for a Phase II, then that work would follow. This award was due to the application Shaunna submitted in November of 2007 with the help of Scott Wood.

Shaunna stated Dave Mosley advised obtaining insurance for the Commission. Ray Irvin advised the Commission to seek information from Ron James of the Wabash River Corridor.

Project Coordinator Contract Review

As indicated in the transmittal letter issued with the Project Coordinator Contract signed in September of 2007, the Commission performed a 6 month review of the agreement. Shaunna Graf left the meeting in order that Commission members could speak freely. Several members expressed their satisfaction with Shaunna's first 6 months of service. There was agreement that the increase in the yearly fee should be allowed, as stated in the August 31, 2007 transmittal letter to the "Agreement between Commission and Contractor for Professional Services." Discussion was held regarding the date on which the fee increase would become effective. Jim Urban and Ray Irvin both expressed opinion that Commission should be voting on a future increase as opposed to retroactive. The original intent of the August 31, 2007 letter was to allow for an increase after 6 months, which would equate to March 1, 2008 as an effective date for the increase. A motion was made by Trish Fraser to allow for an increase in the annual fee to \$30,000 (payable \$2,500/month) effective March 1, 2008; second by Jane Sarles; motion carried unanimously.

Valla Ann Bolovschak expressed her belief that the project coordinator position should eventually be full-time, and that the annual Gala could be the fundraising vehicle to allow this to happen. Ray Irvin expressed similar sentiments, and suggested the Commission check into other avenues of funding streams from State of Indiana, similar to those recently used in House Bill #115 by Wabash River Heritage Commission which was tied to oil and

gas revenues.

Shaunna Graf was asked to rejoin the meeting. Phil Hendershot thanked Shaunna for all of her work and commitment to bettering this project.

Derby Eve Gala

Valla Ann Bolovschak stated that the Gala planning is well underway. The press is invited to attend a tasting of food featured at the event at 4:00 p.m. on Saturday, February 23rd at Sysco Food Systems in Louisville. Shaunna will e-mail directions to Commission members.

The Commission reviewed the Memorandum of Agreement as prepared Event Concepts and reviewed by Dave Mosley. The Memorandum of Agreement (MOA) is between Event Concepts and the Commission regarding the Greenway Gala on Derby Eve. After discussion of the terms and purpose of the agreement, Jane Sarles moved to have Phil Hendershot sign the MOA and then have the document fully executed. Valla Ann seconded the motion. The motion passed unanimously.

The Commission discussed the need to pursue an insurance policy to cover the Commission for this event.

The next Gala Committee meeting will be held on Wednesday, February 27th 4:00 p.m. –at Barrett Ave. The Committee will be discussing possible attendance by Dolly Parton, John Mellencamp, entertainment, silent auction, live auction and having a wine tasting as part of the Gala.

Treasurer's Report

Pat Leist-Stumler stated the money market account balance as of the January bank statement is \$112,735.81. The checking account balance is \$27,295.05. Motion was made by Trish Fraser and seconded by Jim Urban to approve the claims (listed below). The motion passed.

Claim #	Payable to	Description	Amount
718	Shaunna Graf	Consulting Services - Shaunna Graf	\$2,333.33
719	Shaunna Graf	Office Supplies and Meeting Expenses	\$328.72
720	Budget Print Center	Maps, Master Plans	\$179.40

A&E Firm selection process and construction bid process

Matt Schueler stated that the selection process for the A&E firms for the next phases of design work needs to be solidified. The USACE could use an A&E firm currently on contract with the USACE for the immediate design needs only or there could be a full and open bid process to lock in an A&E firm for a greater length of time. The Commission decided to have the city planners as well as Wayne Estopinal, Gil Campbell be a part of the A&E selection process. Scott Wood, Sharon Wilson and Jim Urban would likely attend the first meeting with the USACE to choose the process of selecting an A&E firm. Shaunna stated she would work with Matt to let the Commission members know when the first meeting would occur.

Commission Comments

Jim Urban reported Wayne Estopinal has been reappointed to the Commission effective as of June of 2007 and continuing to June of 2011.

Ray Irvin asked for the Commission to prepare a formal letter of invitation requesting his attendance representing INDOT at the monthly Commission meetings.

Administrative Issues

Shaunna Graf stated that Commission members should be aware that the length of the monthly Commission meetings would be a minimum of 1.5 hours.

The Commission briefly discussed the timing of the meeting being at noon and perhaps having refreshments/snacks available.

Valla Ann moved to adjourn the meeting. Pat Leist-Stumler seconded the motion.

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