

MINUTES
BUSINESS DISTRICT DEVELOPMENT AND REDEVELOPMENT COMMISSION
REGULAR MEETING
July 13, 2022

Chairperson Grimm called the meeting to order at 4:00 pm, with the following members present: Voting Members – Bill Aupperle, Jenna Grimm, Jim Ritthaler, Jason Scarfe, Wesley Sutter, and Dane Zeller. Non-Voting Members present –Administrator Julie Smick, Trustee Steve Leitch and EDC Director Leigh Ann Brown. Absent: voting members – Todd Grimm, Cathy Kemp, and Tom Osborne.

Presentations – None

Public Comment – None

Approval of the Minutes – The minutes from the June 8, 2022, meeting, were presented for approval. Motion by Aupperle, seconded by Zeller for approval. Motion approved by voice vote, all in favor.

Unfinished Business: – None

New Business:

Grant Applications

Sam Parrott – Sam Parrott presented his project to replace windows and doors at 110-112 W. Adams. The Commissioners then reviewed the documents submitted for his application. Motion by Sutter, seconded by Aupperle to approve the grant of \$10,000 for the renovation work. Motion approved by the following voice vote:

Yes: Grimm, J.; Ritthaler, J.; Scarfe, J.; Sutter, W.; Zeller, D.; Aupperle, B
No: None
Abstain: None
Absent: Grimm, T; Kemp, Osborne

Smalltown Dental - Luke Overcash presented the project to paint the exterior, replace lighting and redo the landscaping. The Commissioners reviewed the documents submitted for their application. Motion by Scarfe, seconded by Sutter to approve the grant of 1/2 of the projected costs. Motion approved by the following voice vote:

Yes: Grimm, J.; Ritthaler, J.; Scarfe, J.; Sutter, W.; Zeller, D.; Aupperle, B
No: None
Abstain: None
Absent: Grimm, T; Kemp, Osborne

Change Number of Bids Required for Projects

The Commissioners discussed a change to the grant process wherein an applicant for a project in which the projected costs exceed \$50,000 would not need to obtain two bids. This is due to the need for 2 bids reduces the possibility of an overinflated bid just to obtain the full funding. Motion by Ritthaler, seconded by Sutter to reduce the number of bids required on projects whose total costs exceed \$50,000 to one bid. Motion approved by the following voice vote:

Yes: Grimm, J.; Ritthaler, J.; Scarfe, J.; Sutter, W.; Zeller, D.; Aupperle, B
No: None
Abstain: None
Absent: Grimm, T; Kemp, Osborne

Grant Applications (con't)

Aupperle Construction – Bill Aupperle presented the project to replace the windows on their new office at 200 Penn Avenue. The Commissioners then reviewed the documents submitted for his application. Motion by Sutter, seconded by Aupperle to approve the grant of \$10,000 for the window replacement. Motion approved by the following voice vote:

Yes: Grimm, J.; Ritthaler, J.; Scarfe, J.; Sutter, W.; Zeller, D.

No: None

Abstain: Aupperle, B

Absent: Grimm, T; Kemp, Osborne

Fund Balance Report – The Commissioners reviewed the report provided by Administrator Smick.

Time Change for Meeting – Discussion held by Commissioners to change the meeting time to 5:00 pm at same location.

Adjournment:

With no further business, Ritthaler moved to adjourn at 4:55 pm, seconded by Sutter, approved by a unanimous voice vote.