

MINUTES--NEFCO GENERAL POLICY BOARD MEETING held Wednesday, January 19, 2022, at the City of Green Council Chambers.

1a. Call to Order

The meeting was called to order by Chairman Regula at 8:30 a.m. in the presence of a quorum.

1b. Approval of the Agenda

A motion was made by Mr. Tatum, seconded by Ms. Foster, to approve the agenda. The motion carried.

1c. Pledge of Allegiance

Mr. Regula led the Board in the Pledge of Allegiance.

1d. Audience Participation (members of the public)

Mr. Regula asked if there was anyone from the audience who had any comments.

Mr. Regula welcomed to the Board meeting Athena Ebersole, Stark Economic Development Board and Keri Burick, North Canton Area Chamber of Commerce.

2. Consideration of the draft minutes of the regular meeting of the NEFCO General Policy Board on December 15, 2021

Mr. Kastner stated that in Item 6, the list of officers, the First Vice-Chair and Second Vice-Chair names should be switched. Mr. Hadley said yes, that will be changed.

A motion was made by Mr. Tatum, seconded by Mr. Peetz, to accept the December meeting minutes as amended. The motion carried.

3. Financial Status Report - month of December

Mr. Hadley said that \$129,914.15 was received as income during the month of December, receipts to date were \$577,337.33, disbursements to date were \$495,467.22, and cash on hand at the end of December was \$422,142.55.

A motion was made by Mr. Tatum, seconded by Mr. Peetz, to approve the financial status report subject to audit. The motion carried.

3a. December Bank Reconciliations

Mr. Hadley asked for acceptance of the December bank reconciliations.

A motion was made by Mr. Tatum, seconded by Mr. Moeglin, to accept the December bank reconciliations. The motion carried.

4. Adoption of the *Comprehensive Economic Development Strategy (CEDS) 2022 Annual Performance Report*

Mr. Lautzenheiser said that staff is seeking adoption of the *Comprehensive Economic Development Strategy (CEDS) 2022 Annual Performance Report (APR)*. He said attached are excerpts from the draft APR. He stated that the Regional CEDS Committee's comments were incorporated into the document. He said that preparation of the CEDS plan and the annual performance reports are requirements of the U.S. Economic Development Administration (EDA), as part of NEFCO's Partnership Planning Grant to maintain the agency's status as an EDA-designated Economic Development District. The submittal deadline is January 31, 2022. He said that this document evaluates NEFCO's progress in obtaining the goals and objectives contained in the *2018 CEDS Plan*. He stated that a tenth goal was added to address affordable housing in the region. He said attached for the Board's consideration is Resolution No.

FY2022-002 adopting the *Comprehensive Economic Development Strategy (CEDS) 2022 Annual Performance Report*.

Ms. Foster asked if a tenth goal was added? Mr. Lautzenheiser said yes, the goal is listed on page 11 of the attached excerpts. He said that the tenth goal will address affordable housing and increase housing options.

A motion was made by Ms. Foster, seconded by Mr. Tatum, to adopt Resolution No. FY2022-002. The motion carried.

5. Authorization to submit a U.S. Department of Commerce Economic Development Administration 2022-2025 Partnership Planning Grant application; authorization for NEFCO's designee to accept and sign a three-year award agreement; authorization to provide grant matching funds for the three-year period; and approval of the grant's scope of work

Mr. Lautzenheiser said that staff is seeking authorization to submit NEFCO's 2022-2025 EDA Partnership Planning grant application. This grant enables staff to perform economic development planning projects in the work plan throughout the year. He said that this includes preparing the CEDS plan, the annual performance report, providing technical assistance to the technical membership and maintaining NEFCO's EDD status. He stated that this three-year grant requires a grant match, which has been included in NEFCO's FY2022 budget. He asked for approval of Resolution No. FY2022-005, authorization to submit 2022-2025 EDA partnership planning grant application; authorization for NEFCO's designee, Executive Director Joe Hadley, to accept and sign the three-year award agreement; authorization to provide grant matching funds for the three-year period; and approval of the grant's scope of work, which is attached.

Mr. Regula asked if NEFCO has the funding for the match. Mr. Lautzenheiser said yes, the match has been included in NEFCO's budget. He stated that since this was not transmitted to the Board at least seven (7) days prior to the meeting, a two-thirds (2/3) majority vote of those members present is required for passage.

A motion was made by Mr. Moeglin, seconded by Mr. Kastner, to adopt Resolution No. FY2022-005. The motion carried.

6. Request for Executive Director Joseph Hadley to continue to serve as the Authorized Organizational Representative (AOR) for NEFCO's EDA Partnership Planning Grant

Mr. Lautzenheiser said that since all EDA grants are submitted via Grants.gov, as part of the grant's process is to identify an Authorized Organizational Representative (AOR) individual. He stated that Mr. Hadley has performed this task as part of NEFCO's current EDA grant. He said that specific duties for the AOR include filing online some of the grant deliverables through Grants Online, and requesting grant funds via the Automated Standard Application for Payments (ASAP) system. He asked for approval of Resolution No. FY2022-006 approving Mr. Hadley as the Authorized Organization Representative. He stated that since this was not transmitted to the Board at least seven (7) days prior to the meeting a two-thirds (2/3) majority vote of those members present is required for passage.

A motion was made by Ms. Sumego, seconded by Mr. Moeglin, to adopt Resolution No. FY2022-006. The motion carried.

Mr. Regula said that the Strengthening Stark group, within the Stark Economic Development Board, will be applying for an EDA planning grant and asked if NEFCO could assist with the grant? He said that the group has asked the Commissioners for a letter of support for the application. Mr. Lautzenheiser said that he thinks this funding would go to the Economic Development Districts, like NEFCO. He said that he will check into it and call Mr. Regula to discuss the process further.

7. Authorization to publish a Request for Proposals (RFP) for a qualified vendor to assist staff with executing and completing a regional economic recovery and resiliency (ER&R) planning process and ER&R Plan document

Mr. Lautzenheiser said that Diane Sheridan, Regional Economic Recovery and Resiliency Coordinator submitted her resignation at the end of December. He said that Ms. Sheridan coordinated the CARES Act grant for the economic recovery and resiliency (ER&R) planning program and was working on the development of the ER&R Plan. He said that the CARES Act grant expires on June 30, 2022. He stated that the ER&R planning process and plan document must be submitted before June 30, 2022. He said that staff believes hiring a consultant would be the most efficient way to assist staff with the completion of the ER&R planning and plan document. He stated that the proposed RFP would include an overview, general instructions, terms and conditions, deliverables, budget, and qualifications evaluation criteria and not to exceed \$50,000. He said that the deliverables would include assisting staff with the completion of the planning services of the ER&R planning; to facilitate committee and subcommittee meetings; and help with the assembly of the publication of the ER&R Plan document. If approved the proposed deadline for proposals would be February 10, 2022. He said that staff would then recommend a qualified vendor and request the ability to enter into a contract with said vendor at the February 16, 2022 General Policy Board meeting. He stated that the EDA has been notified of the resignation of the ER&R Coordinator and has approved NEFCO's proposed concept to publish an RFP to hire a consultant to assist with the completion of the remainder of the CARES Act grant. He asked for approval of Resolution No. FY2022-003 to publish a Request for Proposals for a qualified vendor to assist staff with executing and completing a regional ER&R planning process and ER&R Plan document.

Mr. Moeglin said that hiring a consultant is a great idea since there is such a short deadline period. He asked if there would be any desire to work with other economic development agencies in the region? Mr. Lautzenheiser said that is an idea. He said that all of the county nonprofit economic development agencies are currently part of the process. He said that these agencies are part of the Regional CEDS Committee and subcommittees, but that wouldn't exclude them from participating in this fashion. Ms. Sumego said that \$50,000 is a lot for four months of work. Mr. Lautzenheiser said that the \$50,000 is an estimated amount that staff decided on for the amount of work that will be required. Mr. Hadley said that the amount could be lower or higher depending on the analysis of the funds remaining.

A motion was made by Mr. Tatum, seconded by Mr. Moeglin, to adopt Resolution No. FY2022-003. The motion carried.

8. The Fund for Our Economic Future requests letter of support for EDA Good Jobs Challenge grant application

Mr. Lautzenheiser said that the Fund for Our Economic Future (The Fund) requested a letter of support from the NEFCO General Policy Board for its EDA grant application. He stated that The Fund is currently assembling an EDA Good Jobs Challenge (GJC) grant application for a workforce development and training program. He said that the GJC is a national competition for workforce development projects. He noted that the application details are still a work in progress. He said that attached is a summary of the project. He said that The Fund is requesting 100 percent of the maximum funding amount of \$25 million. The project will target Stark (Strengthening Stark), Summit (ConxusNEO's IT Sector Partnership) in the NEFCO region along with Cuyahoga, and Lorain Counties; with the goal of serving 5,000 individuals in technical training programs throughout the four targeted counties.

Mr. Lautzenheiser said this project is consistent with four goals of NEFCO's Comprehensive Economic Development Strategy: 1) Support programs that diversify local and regional economies and which build a strong regional economy capable of recovering from natural disasters and economic setbacks; 2) Support programs that diversify local and regional economies and which build a strong regional economy capable of recovering from natural disasters and economic setbacks; 3) Build intergovernmental and public-private partnerships that place a high value on collaboration by working cooperatively to address the region's

needs; and 4) Support existing programs that build human capital. He asked for approval of the attached letter of support for the Fund for Our Economic Future's EDA Good Jobs Challenge grant application.

Mr. Regula said that there is going to be so much federal money available and encouraged members to contact NEFCO staff for information or assistance regarding these grants.

A motion was made by Mr. Moeglin, seconded by Mr. Tatum, to approve the letter of support for the Fund for Our Economic Future's EDA Good Jobs Challenge grant application. The motion carried.

9. Authorization for the Chair or the Executive Director to provide letters of support for projects and grant applications

Mr. Hadley said that authorization for the Chair or the Executive Director to provide letters of support for projects and grant applications between Board meetings was suggested at a previous Board meeting. This authorization will give the Chair or the Executive Director the ability to sign letters of support requests for pertinent programs that staff handles. He stated that many of the requests, that staff receive, are appropriate because the applicant is seeking EDA funding. He said that as an economic development district (EDD) the Chicago office looks to NEFCO for comments/opinions on the entities within the NEFCO Region that is requesting funds. He noted that the Board has approved letters of support for the USEPA in the past. Letters of support have also been approved for funding through the USEPA Brownfields program. He stated that even though NEFCO may not have an active/current funding program for brownfields, he feels that the Board could continue to show support, if the Board is willing, of the brownfields program. He said that if a request is received that is a divisive issue within the region; staff would present the letter to the Board after consulting with the Board Chair or Executive Committee on the issue. He asked for adoption of Resolution No. FY2022-004, which would authorize the Chair or the Executive Director to prepare letters of support, as requested, for various projects or grant applications.

Mr. Regula said that every letter of support will be shared with the Board. He stated that with all the available funding he is expecting a lot of requests for letters of support. Since some of these letters will have deadlines in-between Board meetings the letters will be ratified at the next scheduled Board meeting.

A motion was made by Ms. Sumego, seconded by Mr. Moeglin, to adopt Resolution No. FY2022-004. The motion carried.

10. Appointment of CY2022 NEFCO Administrative and Functional Committees

Mr. Regula stated that the CY2022 NEFCO Administrative and Functional Committees are listed. He asked if there were any additions or deletions? He asked for a motion to approved for the CY2022 appointees for these committees.

A motion was made by Ms. Sumego, seconded by Mr. Tatum, to approve the CY2022 NEFCO Administrative and Functional Committees. The motion carried.

Mr. Hadley said that there may be changes to some of these committees over a calendar year. He stated that years ago staff was challenged by a Board member because there wasn't an action approving the various committees annually. Mr. Moeglin noted that Fonda Williams has accepted another position and will no longer be able serve on the CEDS Committee. Mr. Lautzenheiser said that staff will note the change.

11. NEFCO FY2022 Work Program – status

a. Economic Development

Mr. Lautzenheiser said that there are currently several open American Rescue Plan Act (ARPA) funding opportunities available through the EDA. He stated that the Travel, Tourism, and Outdoor Recreation expires January 31, 2022; the Good Jobs Challenge (GJC) grant deadline was extended to February 10,

2022 and the Economic Adjustment Assistance (EAA) application deadline is March 15, 2022. He encouraged members to reach out to staff for additional information on any of these available grants.

Mr. Lautzenheiser mentioned that he has attached some fact sheets for the ODOD brownfield programs and the USDA ReConnect program. He stated that staff will continue to include factsheets and guidelines of upcoming relevant grant programs with future General Policy Board status reports.

Ms. Ebersole asked Mr. Lautzenheiser if he knew if any of NEFCO's counties were applying for the ODOD brownfields grant; which is a no match grant? Mr. Lautzenheiser said that he is not aware of anyone applying. Mr. Regula asked if the Stark Economic Development Board would be applying for this grant? Ms. Ebersole said that the Development Board is coordinating with the Stark County Commissioners and the City of Canton on an application. She stated that the applicants probably will not meet the round one deadline of January 31, 2022. Mr. Regula asked if this grant money could be used to clean up abandoned gas stations? Ms. Ebersole said no, there are separate grants for cleaning up gas stations. Mr. Regula asked if grant money could be used to purchase brownfield property and for cleaning up the property? Ms. Ebersole expressed that using grant money to purchase any brownfield property wouldn't be a great idea, unless the property is adjacent to the already funded property. Mr. Maley asked if the brownfields grant must be used in coordination with the Stark County Commissioners? Ms. Ebersole said that the grant doesn't have to be used in coordination with another entity. Ms. Foster asked if there is a match for the round 2 brownfields grant? Ms. Ebersole stated that if the \$1 million is not used in round 1 the funding will still be available without a match in round 2. Mr. Lautzenheiser said that the match is only an issue after the first \$1 million has been distributed. Ms. Foster asked what is the deadline for the round 3 brownfields grant? Mr. Hadley said the deadline for round 3 is September 30, 2022. Mr. Peetz said that the Portage County Land Bank has been diligently working on its grant application. Mr. Hadley said that he isn't sure if the Summit County Land Bank will be submitting an application. Ms. Helander said that the Summit County Land Bank is submitting an application. Mr. Regula asked Mr. Lautzenheiser to send a memo to the Board regarding making them aware of these grants.

b. Environmental Planning

Mr. LaPlante said that the NEFCO's interactive online 208 Plan map shows the facilities planning areas boundaries and wastewater treatment prescriptions. He said that having parcel-level data for the region is very important. It enables staff, Board members and the private sector to search any parcel for a wastewater treatment prescription. He stated that, so far, NEFCO has parcel-level data for Portage, Stark, and Summit Counties, which was incorporated into the 208 Clean Water Plan 2020 Update. He said that recently the Wayne County Planning Department has provided parcel-level data for Wayne County. He said that staff will be working on incorporating the Wayne County parcel-level data into NEFCO's interactive online map.

Mr. LaPlante said that staff received priority unsewered areas from all four counties in the region for the Areawides/Ohio EPA collaborative project. He stated that the health districts and affected wastewater management agencies (MAs) in Stark and Wayne Counties are in agreement with these priority areas. He said that staff has begun to map these priority areas on the 208 Plan layer. He noted that staff will be coordinating with the affected management agencies (MAs) in Portage and Summit Counties to make sure that the priority unsewered areas identified by the health districts in those counties are the same as the MAs' priorities.

Mr. LaPlante said that on January 6th, the project owner's representative, dms water solutions, LLC, reported to staff that the project is still being impacted by the COVID-19 pandemic. He said that with the winter months arriving, site work cannot be completed before the US EPA grant's current project period end date of March 30, 2022. He stated that the Friends of the Crooked River (FOCR) requested that NEFCO extend the project end date to June 30, 2022. He mentioned that on January 10th, staff submitted the formal request for the extension to US EPA Region 5, GLNPO. Ms. Sumego said that the pump

station and screw pump are set to be installed on February 17th. She said that it has been very challenging in securing a crane to install the pump.

Mr. LaPlante said that attached are the comprehensive lists of state and federal water and wastewater infrastructure funding sources.

Mr. LaPlante said that on February 2nd, Jerry Rouch, Ohio EPA's Deputy Director for Infrastructure Funding, will be presenting to the ERTAC and other NEFCO members on "Ohio's Water and Wastewater Infrastructure Funding Prospects: Opportunities and Challenges"; RSVP requested by January 24th.

Mr. LaPlante mentioned an Ohio EPA DEFA webinar being offered this month: "Water Supply Revolving Loan Account – Program Year 2023"; January 20, 2022, 10:00 a.m. to 11:00 a.m.

Mr. Vinay mentioned a webinar being held on February 3rd regarding infrastructure. Ms. Vanah said that the webinar sounds similar to the webinar that was held on January 12th. Mr. Regula encouraged members to contact Mr. LaPlante as a resource for the funding opportunities that are available.

12. Federal and State legislation or information of importance to local governments

Mr. Hadley said that the Treasury Department has recently published a 437-page rule which lists the issue, public comments, and what is the Treasury Department determination or clarification. He said that he has provided a link to the rule document and a link to a user-friendly overview of the major provisions of the final rule.

Mr. Hadley stated that he has included some information on FEMA's Building Resilient Infrastructure and Communities (BRIC) Direct Technical Assistance. He said that only a letter of interest is required at this time but it is due January 28th.

Mr. Hadley said that he has provided some information on various large cities using Cryptocurrency which will be used toward accepting and making payments using cyber cash.

Mr. Hadley mentioned an informational session that will be held by the National Association of Counties (NACo) on January 20th from 2-3 p.m. on the use of ARPA funds for broadband.

Mr. Tatum said that anyone that has not been involved with high-risk grant funds, to be very careful, in the next 3-6 months adjustments will be made, attorneys in Washington DC are still trying to figure out the eligibilities of these ARPA funds. Mr. Regula said if the funds are misused the funds will have to be paid back.

13. For the Good of the Order: an opportunity for members to share news about their community/county/agency, or to list an important issue affecting them

14. Other Business

THERE BEING NO OTHER BUSINESS, the meeting was adjourned at 9:28 a.m.

Submitted by Rebecca L. Morgan, Administrative Assistant



Todd Peetz, Secretary
NEFCO General Policy Board
February 16, 2022

**NEFCO GENERAL POLICY BOARD
2022 ATTENDANCE SHEET**

Member (alternate)	1/19	2/16	3/16	4/20	5/18	6/15	7/20	8/17	9/21	10/19	11/16	12/21
PORTAGE COUNTY												
Tony Badalamenti (Sabrina Christian-Bennett)												
James Bierlair (Amos Sarfo) ^b	A											
Joseph Diorio (Mary Helen Smith)												
Allen Fathi (Tia Rutledge)	X											
Todd Peetz (Gail Gifford)	X											
John Zizka	X											
CITY OF KENT												
Kathleen Petsko (Bridget Susel)												
STARK COUNTY												
Keith Bennett												
Keri Burick (Rachel Hosler)	X											
Athena Ebersole	X											
David Maley	X											
Joe Mazzola												
Bob Nau (Curtis Bungard)												
Richard Regula (Bill Smith)	X											
Jim Troike (Scott Ellsworth and Tom Davis)												
Vacant												
Vacant												
Vacant												
Vacant												
CITY OF CANTON												
Dan Moeglin (John Highman Jr.)	X											
COUNTY OF SUMMIT												
Jim Balogh	X											
Alan Brubaker (Joe Paradise and Larry Fulton)												
Olivia Helander (Bryan Herschel)	X											
William Judge (Trevor Hunt)												
David Kohlmeier (Zak Kaczor)	X											
Ilene Shapiro (Craig Stanley and Brian Clark)	A											
Dianne Sumego	X											
Michael Vinay (Matt Calcei)	X											
Elizabeth Walters (Mark Potter)	A											
CITY OF AKRON^b												
Sharon Connor												
Daniel Horrigan (Sam DeShazor)												
Chris Ludle (Michelle DiFiore)	A											
Shammas Malik												
Brad McKitrick												
Thomas A. Tatum (Jim Ashley)	X											
Helen Tomic (Abraham Wescott)												
WAYNE COUNTY												
Becky Foster (Sue Smail)	X											
Pete Wearstler (Rob Kastner)	A											
Steven Wheeler (Kristin Endsley)												
CITY OF WOOSTER												
Bob Breneman (Joel Montgomery and Jonathan Millea)												
OHIO EPA-NEDO^a												
Kurt Princic (Patricia Vanah)	A											
CITIZENS COUNCIL												
Vacant (2)												

X = member present A = alternate present

^aex officio

^bappointments pending

See reverse side for a list of guests who attended last month's Board meeting

Guests in Attendance at the January 19, 2022 meeting

Jennifer Kiko, Congressman Bob Gibbs' office