

**MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2013

8:30 am

Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 24th day of January at 8:30 a.m. upon the call of president, Mayor Tony Roswarski.

Board Members Present were: Ted Bumbleburg, John Collier, John Dennis, John Gambs, Andy Gutwein, Tom Murtaugh, Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Allen Nail

- 1) Call to Order at 8:30 a.m.
 - a) The current slate of WREC officers were nominated and approved unanimously.
 - i) Tony Roswarski – President; Tom Murtaugh – Vice President; John Dennis – Treasurer; John Collier - Secretary
- 2) Approval of Minutes

Upon Motion made and duly seconded, it was unanimously:
RESOLVED: That the November 15, and December 19, Executive Committee Minutes were approved.

 - a) No regular board meeting minutes were approved as the November Board meeting was canceled and replaced with an Executive Committee meeting to make up for the cancellation of the October regularly scheduled Executive Committee meeting.
- 3) Committee Reports
 - a) Fiscal Report as of end of December, 2012 was presented by Stan Lambert.

Upon Motion made and duly seconded, it was unanimously:
RESOLVED: that the Financial Report was approved.
 - b) Innkeepers' Tax Revenue Report
 - i) End of year balance for WREC's portion is \$198,196.99.
- 4) Executive Director's Report
 - a) Land Acquisition – Stan indicated that several property owners along N. River Rd. have contacted WREC expressing interest in selling to WREC. He is confirming interest and scheduling appraisals accordingly. In addition, the sale of Kerber property closed on December 4, 2012. An adjacent property owner to this property, which was originally part of one family homestead, informed WREC that their septic field is on the property that WREC just purchased. This was not documented in any previous investigation. WREC will continue to follow up on this with the APC and the County Health Department. Regarding previous N. River Rd. acquisitions; properties have been winterized and preparations are being made for resale (sub-division process). WREC is working with T-bird to determine how to proceed; either incrementally or the entire corridor.
 - b) Scenic Byway Management Plan – The Management Plan Development project is underway. A public meeting is being planned for Feb. 7.
 - c) Discussion Item – Impact of potential closing of the Municipal Golf Course on the WREC Corridor Master Plan – WREC should plan for its reuse and continued inclusion in the Master Plan. The City would like to do something that allows for a more natural area, reduces maintenance costs and perhaps accommodates additional trails as part of an internal loop.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Board authorized John Collier and Stan Lambert to initiate an RFQ for redevelopment of the Municipal Golf Course site.

5) Board/Corporation Ongoing Business and Discussion – no discussion

6) New Business –

a) 2013 Proposed WREC General Operations Budget –

i) Stan Lambert presented a proposed General Operations Budget of \$127,699.00 for 2013. This is an increase of approximately \$25,000 due to adding a part-time bookkeeper, anticipated additional expenses for land acquisition and a new photocopy machine. Board members pointed out that the new copier should be compatible with City of Lafayette requirements to achieve savings by going through its sources, and that Stan should also investigate options for getting the copier through a lease management company.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the proposed General Operations Budget was approved.

b) A schedule of the WREC Regular Full Board and Executive Committee Meetings for 2013 was distributed.

c) Indiana OCRA Cleanup Grant – One South Street (former Midwest Rentals site)

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the IN OCRA – CDBG Program Lien and Restrictive Covenant Approval was authorized by the Board.

d) New Board Member discussion – The Board should discuss changing the bylaws at the next Board meeting to define its desires for a new board member.

e) Land Acquisition Annual Budget – A total budget of \$36,754.60 was proposed for 2013; \$12,800 from the Innkeepers' Tax revenues, \$14,000 from rental income and \$10,000 from NCHS Land Acquisition Grants with legal fees to be included in the requests.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the proposed 2013 Land Acquisition Budget was approved.

7) Old Business – no discussion

8) The next Regular Full Board meeting is scheduled for March 28, 2013 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:43 a.m.


John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for February 20, 2013 Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
9: 30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, member
Others Present: Executive Director, Stan Lambert; Attorney, David Luhman

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 9:37 a.m.

1. Committee Reports--

- a. Finance Committee: Fiscal Report **Fiscal Report** - Stan presented and reviewed the monthly fiscal report. The end of January operations cash balance was \$108,623.60, the end of month cash total was \$162,313.68

Innkeepers' Tax Revenue Report – End of January balance for WREC's Innkeepers' Tax was \$13,179.34.

- b. The Executive Committee discussed the possibility of making a monthly draw from the County Innkeepers' Tax revenues and moving it into a higher rate account.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to transfer funds from the Innkeepers' Tax funds to the Development Fund.

2. Land Acquisition

- a. North River Road –
 - i. Appraisals are being sought for 2120, 2640, 2650 and 2700 – these owners all contacted WREC and are willing sellers. 2560 is interested in buying/trading for 2580. 2590 is still considering their interest. 2740 has been identified as part of the River Bend Hospital SR 43 Improvement Project ROW Acquisition need.
 - ii. The study committee establishing the subdivision of the properties purchased in 2012 has determined that surveying the entire corridor is the most efficient process, rather than surveying it piece-meal. Opal Kuhl and Stan Lambert will meet this week to discuss funding the required survey work.
- b. River Road Scenic Byway Management Plan Development Project Update – The first public meeting was held as an open house on February 7. It was well attended with good resident participation. The next meeting will be held in early April.
- c. Municipal Golf Course Reuse Plan Project – Consultant RFQ Draft – A draft of the RFQ to select a consultant for this project has been developed but it is not yet finalized.
- d. WREC Agency Audit – Due to the fact that WREC will likely meet the \$500K threshold of receiving and/or spending \$500K in federal funds in a calendar year (Federal Government OMB-Circular A-133), a "Single Audit" will be required for the 2013 fiscal year. In 2012, WREC will only be required to have a "Simple Audit" done.

- i. The Executive Committee suggested that it would be ideal to hire the same firm for WREC's 2012 audit that will do the 2013 audit. The additional work next year may provide a negotiation opportunity for fees this year. The Executive Committee authorized Stan to meet with Huth Thompson (the only local firm doing Single Audits), to request a price for both the 2012 Simple Audit and the 2013 Single Audit.
- e. 500 N. Third Street Building Demolition Update – The permit has been issued to Laramie Excavation. The company has begun mobilizing and anticipates that demolition will begin immediately, weather permitting.
- f. OCRA Grant (One South Street – former Midwest Rentals site) Environmental Cleanup Project – Project and Grant Administration work have begun. The project timeline has established project demolition/cleanup work to be awarded by a June 30, grant deadline. The project is progressing through the governmental steps right now. Work should begin as soon as possible after the bid is awarded by WREC. WREC will seek to hire IWM to prepare specs for us. All buildings and their respective concrete pads will be removed, as will topsoil. Removal of concrete docks will be done separately from the grant as they are on property owned by NCHS, not WREC. All work must be completed in 18 months. Stan anticipates that work will be done by the end of 2013.
- g. DC Trip River Position Paper Discussion – Stan shared a copy of this year's position paper with the Executive Committee. He is also preparing a position paper for WREC board members who are going to DC to provide background for the requests made in the paper; in particular, riverside erosion amended into authorized work scope of Army Corps of Engineers.

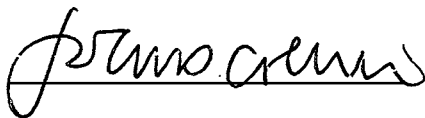
3. New Business –

- a. NICHES Letter – NICHES would like to meet with WREC Board to share a short presentation on its strategic plan and its vision for the Wabash corridor and address questions with hope of avoiding confusion and clarifying how WREC and NICHES can best work together on futures efforts along the Wabash River corridor.
 - i. The Executive Committee agreed to invite NICHES to WREC's Executive Committee Meeting in April, 2013.

There being no further business to come before the Executive Committee and

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to adjourn the meeting at 10:31 a.m.



John D. Collier, Secretary

**MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS**

March 28, 2013

8:30 am

Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 28th day of March at 8:30 a.m. upon the call of vice president, Commissioner Tom Murtaugh.

Board Members Present were: John Collier, John Dennis, John Gambs, Andy Gutwein, Tom Murtaugh, Richard Shockley

Others Present were: Stan Lambert, David Luhman, Allen Nail, Sara Peel, Liz Solberg, Kimberley Morisette, CPA, Partner at Huth Thompson LLP

1) Call to Order at 8:31 a.m.

2) Approval of Minutes

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: That the September 20, 2012, January 24, 2013 Regular Board Meeting minutes and the February 20, 2013 Executive Committee Minutes were approved.

3) Committee Reports

a) Fiscal Report as of end of February, 2013 was presented by Stan Lambert.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Financial Report was approved.

b) Innkeepers' Tax Revenue Report

i) Balance as of 2-28-2013 for WREC's portion is \$108,148.07.

4) Executive Director's Report

a) Land Acquisition – Stan received appraisals for a handful of properties on N. River Rd. Stan will continue to make contact with owners to determine their continued interest in selling.

b) Scenic Byway Management Plan – The Management Plan Development project is underway. The first public meeting on Feb. 7, to inform the public about the project and obtain input related to the byway management issues (safety, function, promotion of the byway, preserving/conserving the aesthetic and natural resources of the byway), was well attended (70+ attendees). A web page on WREC's website is being updated to keep the public informed of progress. There is a project progress update and public meeting preview for the Board and Advisory Committee on April 23, 1 – 2 :30 PM in the Tippecanoe Room of the Tippecanoe County Office Building. The public meeting will be from 5 – 7 PM that same day.

c) Lafayette Municipal Golf Course Re-Use Planning – An RFQ has been developed to send to prospective consulting design firms. A new list of firms is being created to which the RFQ will be mailed.

d) One South Street – Environmental Cleanup Project – OCRA Grant – We are continuing to move through the administrative process set by OCRA with the goal of awarding the cleanup project by June 30, 2013. A better understanding of the time frame for completion of the project will be known later in the summer.

e) DC Trip Follow-up – The DC trip was successful. WREC's position paper to amend the Corps of Engineers (COE) mission was well received. It is anticipated that this amendment

would be included in a new Water Resource Development Act (WRDA) bill that may be brought forward by Congress in April/May 2013. Our congressional delegation has committed to supporting the request and are working with Congressman Rokita. The amendment to the COE's mission is important as it would enable our project to be considered within the COE's authorized program budget rather than utilizing the earmark process. If WREC is able to have the COE address bank stabilization as part of an ecosystem restoration project then a major hurdle will have been overcome and we can potentially include park/trail and related recreation resource issues as part of the project. Getting our project in the COE budget will still be extremely competitive. WREC also requested assistance to include the COE Reconnaissance Study work into an upcoming budget.

- f) 500 N. Third Street Demolition Project – Demolition of the building is completed.
- g) Watershed Program Update – Sara Peel shared a detailed status report on the Watershed projects, Sampling Blitz, Education, Riverfest and Paint the Rain program. A summary of her report follows:
 - i) Received \$203,595 implementation grant extension from IDEM; which must be utilized within the current grant timeframe; Feb. 16, 2015. To date, there are currently \$450K in urban requests and approximately \$220K in agricultural requests, so funding will be spent quickly.
 - ii) Ford C3 Grant project installation begins April 6, with Cary Home savanna planting (9,500 plugs) and April 7, Imagination Station rain garden planting (900 plugs). Purdue and Oakland High School rain garden projects will be scheduled in next few weeks.
 - iii) Applied for a \$100K Royal Bank of Canada grant and were short listed but had to withdraw due to lack of audited financial statements.
 - iv) Applied for a \$75K LARE grant. Will receive funding decision by July.
 - v) IDEM forwarded our \$650K extension request to EPA, funding approval should occur this fall.
 - vi) Next sampling blitz scheduled for Friday, April 19, 2013.
 - vii) Education -185 educational signs were deployed. Field days are planned – Bioreactors ~ April 2013; Urban BMPs in May 2013. Fairs and festivals including Riverfest.
 - viii) Deer Creek-Sugar Creek Watershed Project – Received \$915K grant from IDEM – April 13, 2013 – April 12, 2016. The project includes two years of planning and two years of implementation. The second draft of the Watershed Management Plan is posted online. Working to complete watershed inventory and meetings with County agency staff.
 - ix) Riverfest – Planning is on target for 14 race teams; currently holding 2 teams for High School teams and have one empty slot. The 5K and kids run are planned. Adding Take Flight Wildlife and possibly corn hole tournament to bring in afternoon crowd.
 - x) Paint the Rain for the Wabash – A painted rain barrel auction gala on Friday, Sept. 20, 2013, 7-9 PM at Sylvia's Ballroom in Lafayette. Deadline for painted barrels is May 15. Rain barrels will be displayed throughout the summer at community events like Mind Boggling, Taste of Tippecanoe, Riverfest, Uptown Jazz and Blues and month-long display at the Zoo. To date, 49 rain barrels have been sold (targeting 100) with an additional 10 entities interested and 13 sponsors confirmed.

HR Policy Discussion – WREC does not currently have an HR Policy in place. Discussion ensued.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: That WREC should develop a formal HR Policy.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to allow WREC staff up to four weeks unpaid leave after exhausting all vacation and sick leave.

5) Board/Corporation Old Business

- a) Fiscal Year 2012/2013 WREC Audit – Huth Thompson proposal consideration. Kimberley Morissette, CPA, Partner from Huth Thompson presented the difference between the Simple Audit that WREC wants for 2012 compared to the Single Audit that WREC likely will be required to have done in 2013. A Single Audit is required by the Office of Management and Budget (OMB) if federal funds of \$500K or greater are expended (not just granted). It's likely WREC will exceed this threshold due to the OCRA grant funding received for environmental cleanup of the One South Street property. There is a chance the threshold will be increased to \$750K or \$1M, but it's not likely that change will be approved in 2013. Consequently, WREC should proceed with the Single Audit for 2013. Single Audit will result in three reports: Financial Statement report, Control report and a Report on Compliance. The cost of the audit is higher due to the amount of additional work required for a Single Audit.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: To hire Huth Thompson to prepare a Simple Audit for 2012 (after April 15, 2013), and that Huth Thompson provide a verbal review of WREC's existing control policies.

- b) N. River Road Subdivision – SR. 43 Right-of-Way Survey Project – T Bird proposal consideration.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to accept the fee proposal from T Bird Design Services Corporation and proceed with the Right-of-Way survey.

- c) WREC office copy machine quote approval – Stan shared quotes from various copy machine companies for both purchase and lease options.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to let Stan Lambert decide the best and most cost-effective option for addressing WREC copy machine needs.

6) New Business –

- a) WREC Agency Bylaws Amendment – Article III Board of Directors - As seven board members are required to make this amendment and only six are in attendance today, this item will be addressed at the May 2013 Board meeting.

- 7) The next Regular Full Board meeting is scheduled for May 23, 2013 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:57 a.m.


John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for April 17, 2013 Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
9: 30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Collier, Secretary; John Gambs, member

Others Present: Executive Director, Stan Lambert; Attorney, David Luhman

Guest: Linda Prokopy, Vice President, NICHES Land Trust

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 9:34 a.m.

1. NICHES Discussion –

- a. Linda Prokopy, Vice President of NICHES Land Trust joined our meeting to discuss opportunities for NICHES and WREC to engage as our missions seem to be synergistic; protect the river corridor from development but encourage active recreation. Linda asked if NICHES could make a presentation to the WREC board at a future meeting about NICHES, its history and its mission. Perhaps our two groups could meet to discuss common issues on a more regular basis. President Roswarski agreed that a presentation to the WREC board would be beneficial so we can learn about NICHES, its mission, its goals and its long term plan. There was confusion about a recent transaction that caused some confusion among both boards so we'd like NICHES to come to a full board meeting to educate the WREC board about NICHES.

2. Committee Reports–

Due to limited time, committee reports were bypassed.

3. Executive Director's Report

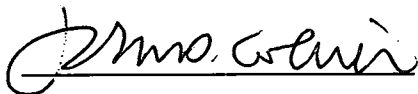
- a. North River Road Survey Project –
 - i. Project was awarded to T-Bird and they have begun the initial property records investigation phase of the project. Estimate completion within 6 months. The total cost is not to exceed \$95,000 and will be split between WREC and the County.
- b. Land Acquisition –
 - i. 2120 N. River Rd. – WREC is ready to put an offer together.
 - ii. 2640 N. River Rd. – owners are willing to sell their riverfront section.
 - iii. 2650 and 2700 N. River Rd. – discussions regarding the appraisals are occurring now.
 - iv. 2560 N. River Rd. – owner is interested in discussing options.
- c. River Road Scenic Byway Management Plan Development Project Update – The second public meeting is scheduled for Tuesday, April 23 from 5- 7 PM in the Tippecanoe County Office Building.
- d. OCRA Grant – WREC is still awaiting the release of funds for the project. The project primary contractor RFQ will be ready for publication this week with the goal of being able to award it by the June 30, 2013 deadline.

- e. Municipal Golf Course Reuse Plan Project – Consultant RFQ is almost completed and will be sent out soon.
- f. COE Mission Authorization Language Amendment – Stan talked with Corps of Engineers staff and requested and received language from a 1972 Bill amending the COE authorization to include bank stabilization that passed congress but failed to become law due to a pocket veto by President Nixon. Representative Rokita's staff has received information from the Transportation and Energy Committee responsible for COE oversight, that the authorization already exists, but only for small projects. Stan is having conversations to clarify the situation. Stan will continue to talk with other municipalities with similar concerns to see what else he can learn.
- g. WREC Administration Issues-
 - i. WREC Agency Audit – The audit will get under way on May 20, 2013. Treasurer John Dennis and Vice President Tom Murtaugh will serve as the fiscal committee along with President, Tony Roswarski attending as available. Stan met with Kim Morisette from Huth Thompson last week to discuss general control procedures for fiscal management.
 - ii. Personnel Policy Manual – Stan has downloaded a boiler plate manual as a starting point for WREC's manual. A suggestion was made to engage the HR consultant that United Way used for its personnel manual. Stan has made contact with consultant to obtain information.

There being no further business to come before the Executive Committee and

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to adjourn the meeting at 10:47 a.m.



John D. Collier, Secretary

**MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS**

May 23, 2013

8:30 am

Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 23rd day of May at 8:30 a.m. upon the call of President, Tony Roswarski.

Board Members Present were: Ted Bumbleburg, John Collier, John Dennis, John Gambs, Andy Gutwein, Tom Murtaugh, Tony Roswarski, Richard Shockley

Absent: No Board Members were absent

Others Present were: Stan Lambert, David Luhman, Jim Andrew, Allen Nail, Sara Peel, Jo Wade

1) Call to Order at 8:35 a.m.

2) Approval of Minutes

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: That the March 28, 2013 Regular Board Meeting minutes and the April 17, 2013 Executive Committee Minutes were approved.

3) Committee Reports

a) Fiscal Report as of end of April, 2013 was presented by Stan Lambert.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Financial Report was approved.

b) Innkeepers' Tax Revenue Report

i) Balance as of April 30, 2013 for WREC's portion is \$132,869.49.

4) Executive Director's Report

a) Land Acquisition – Appraisals are done or are being done for a handful of properties of willing sellers along N. River Rd. WREC is putting together an NCHS grant request to fund offers for four properties on N. River Rd.

i) 2012 Acquisitions Management Update –

(1) Stan shared three quotes for grass mowing on four properties at 11 mowings per season. The lowest quote was \$2,910 from Grass-Be-Gone.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: To accept the quote of \$2,910 from Grass-Be-Gone and have David Luhman prepare a contract for with Grass-Be-Gone for mowing services.

(2) North River Rd. Property resale planning – T-bird Design Services has begun the survey project along N. River Rd.

(3) Former Kerber Property – WREC is requesting general assistance from Tippecanoe County Parks and Recreation Department in managing the former Kerber property including mowing and invasive plant removal services. David Luhman will develop an agreement document for the services.

b) Scenic Byway Management Plan – SKA, the consultant developing the management plan, is drafting the management plan that will be presented at the third and final public meeting that is planned for sometime this summer.

- c) Lafayette Municipal Golf Course Re-Use Planning – A Request for Qualifications (RFQ) was mailed to 14 Indiana-based firms. The RFQ submittal deadline is May 24, 2013 at 12 P.M. The Grant funded project requires a public meeting to open the qualifications submitted, so one will be scheduled in the near future.
- d) One South Street – Environmental Cleanup Project – OCRA Grant – WREC is on schedule to be able to award the contract for professional services by July 30. The successful consultant will oversee the cleanup project and the construction contract to complete the demolition, excavation/filling and clearing work.
- e) Corps of Engineers (COE) Mission Authorization Language Amendment – There are different interpretations between the Congressional Committee with oversight over the COE and the COE Louisville District staff as to whether or not this amendment is necessary. Stan will initiate a conference call between the congressman's staff and COE staff to try to get clarification on how to proceed.
- f) Watershed Program Update – Sara Peel
 - i) Region of the Great Bend - Received \$203,595 implementation grant extension from IDEM; which must be utilized within the current grant timeframe; Feb. 16, 2015. Program is very popular. WREC is allocating all but \$13,000 next Wednesday. There is a waiting list of more than \$300,000 in projects.
 - ii) Ford C3 Grant project installation at Cary Home (savanna planting of 9,500 plugs) and Imagination Station rain garden planting (900 plugs) were completed and Oakland High School rain garden project is ongoing. Tour of project sites will occur as part of Purdue Green Week in October, 2013.
 - iii) Applied for a \$75,000 Lake and River Enhancement (LARE) grant. Will receive funding decision by July.
 - iv) IDEM forwarded our \$650,000 extension request to EPA, funding approval should occur this fall.
 - v) Rescheduled sampling blitz from April 19, 2013 to May 10, and staffed entirely with local volunteers. Nearly half of the stream sites were sampled.
 - vi) Education -185 educational signs were deployed, including three large signs that will be posted this spring. Fairs and festivals including Riverfest.
 - vii) Deer Creek-Sugar Creek Watershed Project – Received \$915,000 grant from IDEM – April 13, 2013 – April 12, 2016. The project includes two years of planning and two years of implementation. The second draft of the Watershed Management Plan is posted online. Third draft is due in July.
 - viii) Riverfest – Planning is on target for 14 race teams. The 5K and kids runs are planned. Adding Take Flight Wildlife and corn hole tournament to bring in afternoon crowd.
 - ix) Paint the Rain for the Wabash – A painted rain barrel auction gala on Friday, Sept. 20, 2013, 7-9 PM at Sylvia's Ballroom in Lafayette. Rain barrels will be displayed throughout the summer at businesses and public places. The gallery is currently online. To date, 87 rain barrels have been sold (targeting 100).
- g) Agency Audit Update – The audit is underway. The next meeting requiring the Board's Fiscal Committee will take place as part of the June 19, regular Executive Committee Meeting.

5) Board/Corporation Old Business

- a) Staff Human Resource Manual – At the previous Board and Executive Committee meetings a need was identified for a Staff Human Resource Policy Manual to provide guidance in managing agency human resource matters as WREC's staff expands to three full-time and 2- 3 part-time employees. A recommendation was made to look for a consultant to help WREC with this matter. Based on positive recommendations from others, Stan contacted Debbie Elsner from Personnel Matters, LLC, met with her and received a proposal from her. Stan requested Board approval to retain Personnel Matters, LLC for these services.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: To hire Personnel Matters, LLC to develop a comprehensive human resources manual (including a work place poster) for the lump sum cost of \$520.00.

6) New Business –

- a) WREC Agency Bylaws Amendment – An amendment to **Article III - Board of Directors - Section 3.3 - Qualifications and Appointment** of the **By-Laws of Wabash River Enhancement Corporation** was distributed to the Board members in accordance with the notice requirements of the current bylaws in advance of this meeting and discussed at the meeting. **See Attachment 1** - excerpt of the By-Laws with the original amendment highlighted in bold typeface.

1. Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to accept the amendment.

After further discussion and

2. Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to approve the amendment to the bylaws, with the following amendments to:

Item A Ex-Officio Directors sub-items 5,6 and 7 – add “*or his or her designee.*” to each sub-item.

Item B – Elected Directors – change the first sentence to read: “*The Board of Directors may also include up to three (3) additional members, elected by a majority vote of the Ex-Officio Directors (the “Elected Directors”).*” **See Attachment 2** - excerpt of the By-Laws with the above edits incorporated.

3. Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Board President, Tony Roswarski, would contact Purdue University President, Mitchell E. Daniels, Jr., to make him aware of his opportunity to appoint a board member to the WREC Board as his designee.

4. Upon Motion made and duly seconded, it was unanimously:


RESOLVED: to appoint John D. Collier as an At-Large member of the Board.

5. Upon Motion made and duly seconded, it was unanimously:

RESOLVED: to appoint James Andrew as an At-Large member of the Board.

- 7) The next Regular Full Board meeting is scheduled for July 25, 2013 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:40 a.m.


John D. Collier, Secretary

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ATTACHMENT # 1 (Original amendment)

- (f) To work to encourage continued and improved cooperation and resource sharing among appropriate agencies and organizations whose interest or purpose, in whole or in part, includes providing the residents of the Wabash River corridor with recreation and leisure opportunities.
- (g) To perform any purpose which nonprofit corporations are authorized under the "Acts".

ARTICLE III

BOARD OF DIRECTORS

Section 3.1. General Powers. The control and management of the affairs of the Corporation shall be vested in its Board of Directors.

Section 3.2. Number and Tenure. The number of Directors shall be not less than seven (7) nor more than eleven (11), none of whom shall receive any salary. Each Director shall hold office until his or her successor shall have been elected and qualified.

Section 3.3 Qualifications and Appointment

A. Ex-Officio Directors. The Board of Directors shall consist of the following eight (8) elected or appointed officials who shall serve as voting Directors by reason of their elected or appointed office (the "Ex-Officio Directors"):

1. The President of the Tippecanoe County Board of Commissioners, or his or her designee.
2. The President of the Tippecanoe County Council, or his or her designee.
3. The Mayor of the City of Lafayette, Indiana, or his or her designee.
4. The Mayor of the City of West Lafayette, Indiana, or his or her designee.
5. The President of the Tippecanoe County Board of Parks and Recreation
6. The President of the Lafayette, Indiana Board of Parks and recreation
7. The President of the West Lafayette, Indiana Board of Parks and

Recreation

8. The President of Purdue University, or his or her designee.

Each Ex-Officio Director shall serve for so long as such Director, or the person who appointed such Director to serve as designee, holds the office to which he or she has been elected or appointed.

B. Elected Directors. The Board of Directors may also include one (1) additional member, elected by a majority vote of the Ex-Officio Directors (the "Elected Directors").

The Elected Director shall hold office for a term of three (3) years, or until his or her successor shall have been elected and qualified. Any vacancy of caused by the death, resignation or other inability of the Elected Director to so serve shall be filled by the majority vote of the Ex-Officio Directors of the Corporation at their next regular or special meeting of the Directors.

Section 3.4. Regular Meetings. A regular annual meeting of the Board of Directors shall be held each year during the month of January at such time and place, either within or without the State of Indiana, as the Board of Directors shall by resolution provide. The secretary shall give sufficient notice of such meetings, specifying the time, place and general purpose of the meeting, in person or by mail, telephone, fax or email, to enable the directors so notified to attend such meetings. Notice of any such meeting may be waived in writing or by fax or email, and attendance at any meeting shall constitute a waiver of notice of such meeting. The Board of Directors may provide by resolution the time and place, either within or without the State of Indiana, for the holding of additional regular meetings of the Board without other notice than such resolution.

Section 4.4. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the president or any two Directors. The person or persons authorized to call special meetings of the Board may fix any place, either within or without the State of Indiana, as the place for holding any special meeting called by them.

ATTACHMENT # 2 (Final amendment, as amended.)

- (f) To work to encourage continued and improved cooperation and resource sharing among appropriate agencies and organizations whose interest or purpose, in whole or in part, includes providing the residents of the Wabash River corridor with recreation and leisure opportunities.
- (g) To perform any purpose which nonprofit corporations are authorized under the "Acts".

ARTICLE III

BOARD OF DIRECTORS

Section 3.1. General Powers. The control and management of the affairs of the Corporation shall be vested in its Board of Directors.

Section 3.2. Number and Tenure. The number of Directors shall be not less than seven (7) nor more than eleven (11), none of whom shall receive any salary. Each Director shall hold office until his or her successor shall have been elected and qualified.

Section 3.3 Qualifications and Appointment

A. Ex-Officio Directors. The Board of Directors shall consist of the following eight (8) elected or appointed officials who shall serve as voting Directors by reason of their elected or appointed office (the "Ex-Officio Directors"):

1. The President of the Tippecanoe County Board of Commissioners, or his or her designee.
2. The President of the Tippecanoe County Council, or his or her designee.
3. The Mayor of the City of Lafayette, Indiana, or his or her designee.
4. The Mayor of the City of West Lafayette, Indiana, or his or her designee.
5. The President of the Tippecanoe County Board of Parks and Recreation, or his or her designee.
6. The President of the Lafayette, Indiana Board of Parks and Recreation, or his or her designee.

7. The President of the West Lafayette, Indiana Board of Parks and Recreation, or his or her designee.

8. The President of Purdue University, or his or her designee.

Each Ex-Officio Director shall serve for so long as such Director, or the person who appointed such Director to serve as designee, holds the office to which he or she has been elected or appointed.

B. Elected Directors. The Board of Directors may also include up to three (3) additional members, elected by a majority vote of the Ex-Officio Directors (the "Elected Directors").

Each Elected Director shall hold office for a term of three (3) years, or until his or her successor shall have been elected and qualified. Any vacancy of caused by the death, resignation or other inability of an Elected Director to so serve shall be filled by the majority vote of the Ex-Officio Directors of the Corporation at their next regular or special meeting of the Directors.

Section 3.4. Regular Meetings. A regular annual meeting of the Board of Directors shall be held each year during the month of January at such time and place, either within or without the State of Indiana, as the Board of Directors shall by resolution provide. The secretary shall give sufficient notice of such meetings, specifying the time, place and general purpose of the meeting, in person or by mail, telephone, fax or email, to enable the directors so notified to attend such meetings. Notice of any such meeting may be waived in writing or by fax or email, and attendance at any meeting shall constitute a waiver of notice of such meeting. The Board of Directors may provide by resolution the time and place, either within or without the State of Indiana, for the holding of additional regular meetings of the Board without other notice than such resolution.

Section 4.4. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the president or any two Directors. The person or persons authorized to call

Wabash River Enhancement Corporation
Minutes for June 19, 2013 Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
9: 30 a.m.

Present: Tony Roswarski, President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, member

Absent: Tom Murtaugh, Vice President; Andrew Gutwein, President of the Tippecanoe County Council

Others Present: Executive Director, Stan Lambert; Attorney, David Luhman

Guest: Kimberley Morisette, CPA, Partner at Huth Thompson LLP

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 9:35 a.m.

1. Audit Project Work meeting with Huth Thompson Staff –

- a. Kim Morisette walked through the audit process with the committee members. She is looking at 2012 and is starting to input data. She is looking at fixed assets, areas of risk and will be looking at and analyzing controls in more detail. She anticipates finalizing field work by July 15 and a meeting with the Board Treasurer and/or the Executive Committee sometime near the end of July.

2. Committee Reports–

- a. Finance Committee: Fiscal Report **Fiscal Report** - Stan presented and reviewed the monthly fiscal report. The end of May operations cash balance was \$74,644.93, the end of month cash total was \$207,707.63

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to approve the fiscal report.

Innkeepers' Tax Revenue Report – End of May balance for WREC's Innkeepers' Tax was \$148,493.00.

3. Executive Director's Report

- a. Land Acquisition –
 - i. Appraisals have been done for three properties on N. River Rd. and we are awaiting appraisals from two others. Upon completion, WREC will submit a grant request to NCHS to acquire these properties. Two other properties have recently gone on the market that Stan will look into these properties.
 - ii. Preparation for resale of the properties: subdivision process – T-Bird has completed all of the deed research. The field control for the 3.5 mile route has also been completed and they are ready to start field collection of individual property corners.
 - iii. Mowing is underway on the properties purchased in 2012.
- b. River Road Scenic Byway Management Plan Development Project Update – Consultant SKA is finishing up the first draft of the management plan in preparation for final public

meeting which is still to be scheduled. Goal is to have the final plan completed and submitted to INDOT sometime in August.

- c. Lafayette Golf Course Re-Use Planning Project – Stan will put together guidelines for the Board to use in reviewing the submittals of qualifications (SOQ) that WREC received in response to the RFQ that was sent out. Next steps include reviewing the SOQs and identifying a funding plan for the planning project.
- d. OCRA Grant – Project is required to bid in two parts; Part 1 is for professional services, Part 2 is for the construction services to demolish structures and remediate the site. RFQs are due July 1. Part 2 is being done through the Invitation to Bid process. Sealed bids are due on July 1, also.
- e. Box Board Site – Loading Dock Demolition Plan – WREC and the City of Lafayette are exploring options for this work. WREC is obtaining a quote from Tri Tech/Lafayette to provide an estimate for planning the project. The City has had discussions with another contractor.
- f. COE Mission Authorization Language Amendment – Stan is still working to schedule a conference call with Congressman Rokita's staff and the Corps of Engineers staff.
- g. Watershed Program Update –WREC has hired Talia Tittelfitz as a new Watershed Specialist for the Deer Creek-Sugar Creek Project. Talia will start work on August 19. Stan will work with Sara Peel to develop a strategy to address the work load for this project until Talia can begin in August as a mandatory quarterly update is due in July.
- h. NCHS Request Planning – Stan recommends submitting grants in the categories of Land Acquisition, and Planning and Preliminary Development Work. The Board approved submitting a Land Acquisition Grant Request to NCHS and authorized Stan to continue to work on putting together a Planning and Preliminary Development Grant Request for future consideration.

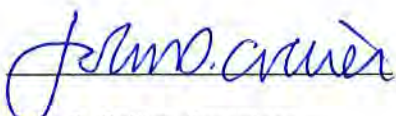
4. **Old Business –**

- a. New Board Member appointment process- WREC received formal appointment letter from Purdue President, Mitch Daniels for his designee to the Board.
- b. Property Tour for Executive Committee members is scheduled for Friday, June 21.
- c. Stan reminded us that NICHES will present at our next full Board meeting on July 25.

5. There being no further business to come before the Executive Committee and

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to adjourn the meeting.



John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for July 16, 2013 Special Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
1: 30 p.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, member

Absent: Andrew Gutwein, Designee of President of Tippecanoe County Council

Others Present: Executive Director, Stan Lambert; Attorney, David Luhman

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 1:34 p.m.

1. Committee Reports–

- a. Finance Committee: Fiscal Report **Fiscal Report** - Stan presented and reviewed the monthly fiscal report. The end of June operations cash balance was \$58,331.90, the end of month cash total was \$214,659.24

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to approve the fiscal report.

Innkeepers' Tax Revenue Report – End of May balance for WREC's Innkeepers' Tax was \$166,786.15.

2. Executive Director's Report

- a. Hall for Agricultural Events concept on north side of S. River Rd. – Stan made committee aware of a special exception to zoning request for an event hall along the Scenic Byway on S. River Rd. Stan will continue to monitor the project status and keep the Board informed.
- b. Land Acquisition –
 - i. NCHS Grant Request #1 – North River Rd Land Acquisition – Stan has prepared a request for a not-to-exceed amount of \$528,900 for the purchase of six properties from willing sellers. This amount includes estimated associated appraisals and legal fees.

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to authorize submission of NCHS Grant Request for \$528,900 for the purchase of six properties along N. River Rd and associated fees.

- ii. NCHS Grant Request #2 – Development Planning – Stan is working on a second grant request to NCHS to help WREC fund a pilot project that would include a handful of planning projects that support the Corridor Master Plan. The grant request could be one lump sum request to cover costs for a pilot project that would include fees required for schematic –level design documents for the following potential projects: bike/ped bridge over the river near Mascouten Park in WL and McCallister park in Lafayette and associated trails, Study for the re-use of the former Lafayette Municipal Golf Course site, N. River Rd. ROW Legal Description Development, and possibly the removal of the loading dock at the former Paper

Mill site. Stan also mentioned the potential need for the Board to develop a funding strategy that would include local funding opportunities to supplement potential NCHS grant funding for the project.

- c. HR Policy update – Debbie Elsner of Personnel Matters, LLC continues to work on WREC's HR Policy document. She determined that the Watershed Coordinators' positions are considered Exempt staff positions. Consequently, overtime pay is not appropriate. However, the Board could approve a one-time bonus if deemed appropriate. Given the extra work that Sara Peel has performed in the absence of a Watershed Coordinator for the Deer Creek-Sugar Creek Watershed Project and

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to approve a one-time \$2,500 bonus to Sara Peel upon completion of the Quarterly Report that is due in July for the Deer Creek – Sugar Creek Watershed Project.

- d. WREC Minutes –The committee discussed the possibility of posting the minutes of WREC's regular Board Meeting and Executive Committee meetings on WREC's website. Following discussion, it was decided that the minutes would be scanned and posted on the website.
- e. River Road Scenic Byway Management Plan Development Project Update – the project is moving along. Last public meeting will likely occur in August.
- f. OCRA Grant Update (One South Street Environmental Cleanup Project) – Three Submittals of Qualifications (SOQs) and three sealed bids for clean-up of the site were received and opened at a public meeting on July 1, 2013. The consultant selection committee reviewed the three SOQs received and all three firms were interviewed to provide the professional services component of the project. IWM was selected to enter into negotiations with WREC for professional services. Regarding the bids for clean-up of the site (demolition, excavation and clean-up); three bids were received. Denney Excavating provided the apparent low bid of \$249,000 for the base bid and \$32,000 for Alternate # 1 to remove the existing asphalt parking lot. WREC is working to be able to have a signed contract by the end of the month or as soon as OCRA releases grant funds.
- g. Maintenance Agreement – Stan discussed desire to request assistance with the maintenance of the former Kerber property from the Tippecanoe County Parks and Recreation Department (TCPRD). In return for its assistance, TCPRD can develop the Wabash Heritage Trail through the property.

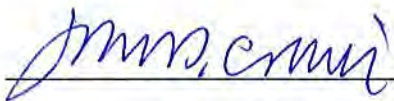
Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to approve a maintenance agreement, in the form attached hereto as **Exhibit A**, with the TCPRD to assist with maintenance of the former Kerber property.

- 3. There being no further business to come before the Executive Committee and

Upon a motion made and duly seconded, it was unanimously:

RESOLVED: to adjourn the meeting at 2:42 p.m.



John D. Collier, Secretary

EXHIBIT A

AGREEMENT

AGREEMENT, dated as of the _____ day of _____, 2013 by and between TIPPECANOE COUNTY PARK AND RECREATION BOARD, hereinafter referred to as the "TCPRB" and WABASH RIVER ENHANCEMENT CORPORATION, hereinafter referred to as ("WREC").

WHEREAS, TCPRB is authorized and empowered pursuant to IC 36-10-3 and Tippecanoe County Code Chapter 93 to establish and maintain park and recreation facilities and programs in Tippecanoe County, Indiana; and

WHEREAS, WREC is an Indiana Nonprofit Corporation which owns certain real estate along and adjacent to the Wabash River in Tippecanoe County; and

WHEREAS, among the purposes for which WREC was established are the improvement of the health, safety and welfare of the residents of the Wabash River Corridor through securing land and funds for additional trails, parks and other appropriate development of the riverfront; assuring the best possible outdoor experiences for the residents of the Wabash River Corridor through assisting in fulfilling recreation and leisure needs to the fullest extent possible and to assist in developing information about available facilities; and working to encourage continued and improved cooperation and resource sharing among appropriate agencies and organizations whose interest or purpose, in whole or in part, includes providing the residents of the Wabash River corridor with recreation and leisure opportunities; and

WHEREAS, TCPRB and WREC wish to cooperate in an effort to provide pedestrian recreational trail opportunities on WREC property located in Tippecanoe County, Indiana referred to as the "Kerber Property" (the Property) more fully described as follows:

A part of the South Half of the Southeast Quarter of Section 23, a part of the West Half of the Northwest Quarter of Section 25 and a part of the East Half of Section 26, located north of the Wabash River, Township 23 North, Range 6 West of the Second Principal Meridian in Shelby Township in Tippecanoe County, Indiana.

Containing 106.74 acres, more or less.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereto, with the intention of being bound hereby, agree as follows:

ARTICLE I. The properties. WREC agrees that, subject to the provisions of this Agreement, TCPRB is permitted the use of those portions of the property identified as the Trail Area on Exhibit B attached hereto (sometimes also referred to as the "Premises") in common with WREC, others approved by WREC, for the purpose of developing, maintaining and managing recreational access and trail facilities and improvements for use of the public (the "Trail").

ARTICLE II. Use of premises. The Trail Area shall be used by TCPRB during the Term of this Agreement, the purpose of providing a recreational access trail for use of the general public and related activities.

ARTICLE III. Term. The term of this agreement shall be for a period commencing _____, 2013 and extending through December 31, 2014. This Agreement shall be automatically renewed thereafter, for additional periods of one (1) calendar year each, subject to termination by either party, without cause, upon the provision of not less than thirty (30) days prior written notice.

ARTICLE IV. Use and occupancy. The TCPRB covenants that no waste or damage shall be committed upon or to the premises, that the premises shall be used for the purposes herein stated, and shall not be used or permitted to be used for any other purpose; that TCPRB will not make or permit any alterations or additions to the premises or affix or cause to be affixed to any part thereof advertisement, or notice, without first obtaining the consent of WREC; and that unless otherwise agreed in writing any additions or improvements placed upon the premises by either party during the term, except the unattached and moveable property of the TCPRB, shall be the sole property of the WREC.

ARTICLE V. Development of the Trail

(A) TCPRB shall have the right to use the premises for the purpose of developing and maintaining a public recreational access trail. The TCPRB shall be responsible for obtaining any and all permits required for construction and development of the Trail.

(B) TCPRB shall submit plans to WREC for any and all modifications to the real estate and no modification to the real estate shall be undertaken without WREC's prior written approval. Any facilities installed shall be of a type which can be removed without expense to the WREC or damage to the real estate. In addition, no modification, improvement or construction on the real estate shall be undertaken without WREC's written approval of the contractors or subcontractors performing said services.

(C) TCPRB shall be solely responsible for development and maintenance of Trail, and monitoring the use of the Trail.

(D) TCPRB shall regularly inspect the trail for purposes of monitoring needed repairs and to assist with trash removal.

(E) No live standing trees of native species with a 4 inch or greater caliper will be cut without first receiving the approval of WREC. No oak trees of a 2 inch or greater caliper shall be cut or relocated without such approval. Removal of brush and the cutting of fallen trees shall also be coordinated with WREC.

(F) The Trail may only be used by TCPRB and the general public during normal park hours, which are dawn to dusk.

(G) All Trail users must abide with all TCPRB rules, regulations and guidelines.

(H) Unless otherwise agreed in writing, all costs and expenses associated with the development, construction, maintenance, and repair of the Trail will be born solely by TCPRB. TCPRB shall not cause a mechanic's lien or other lien to be filed against any WREC real estate as a result of the construction, maintenance, or repair of the Trail or TCPRB's use of any WREC real estate.

(I) TCPRB may place a sign on or near the Trail acknowledging the donation of services or materials, subject to the prior written approval of WREC.

ARTICLE VI. Maintenance. TCPRB shall be responsible for the repair and maintenance of any and all improvements to the real estate constructed by or on behalf of the

TCPRB and shall further be responsible and agree to assist with the removal of any and all trash, litter or debris resulting from the use or occupancy of the real estate or in connection with use of the Trail.

ARTICLE VII. Mutual Cooperation. TCPRB and WREC shall endeavor to cooperate at all times towards the accomplishment of the goals of this Agreement.

ARTICLE VIII. Vacation of premises. At the expiration of the term of this agreement, or any extension of such term, TCPRB shall surrender the premises used by it in good condition and repair, reasonable and ordinary wear and tear excepted, and if so requested in writing by WREC, promptly remove any materials, equipment, additions or fixtures placed upon the WREC's property. If TCPRB refuses to make such removals, WREC may do so and TCPRB shall pay the WREC the cost thereof upon demand.

ARTICLE IX. Waiver. The failure or delay of TCPRB or WREC to assert any right or declare any default under this agreement shall not act as a waiver of such right or default and shall not preclude such assertion or declaration at a later date or upon a recurrence of violation of such rights or event of default.

ARTICLE X. Notices. Any request, demand, authorization, notice, consent or waiver provided for or permitted by this Agreement to be given or furnished to one party by the other shall be given or furnished to the authorized agents of the parties as follows:

TCPRB's Authorized Agent: _____

WREC's Authorized Agent: _____

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the day and year first above written.

AGREED:

TIPPECANOE COUNTY

PARK AND RECREATION BOARD

Dated:

BY: _____

Dated:

BY: _____

AGREED:

CORPORATION

WABASH RIVER ENHANCEMENT

Dated:

BY: _____

Dated:

BY: _____

Exhibit A - Kerber Real Estate

Exhibit B - Proposed Recreational Access Trail

**MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS**

July 25, 2013

8:30 am

Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 25th day of July at 8:30 a.m. upon the call of Vice President, Tom Murtaugh.

Board Members Present were: Jim Andrew, Ted Bumbleburg, John Collier, John Dennis, John Gambs, Andy Gutwein, Tom Murtaugh, Ken Sandel, Richard Shockley

Absent: Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Allen Nail, Sara Peel, Liz Solberg, Jo Wade
Guests included: Gus Nyberg, Linda Prokopy Guillermo Pardillo from NICHES Land Trust

1) Call to Order at 8:36 a.m.

2) Approval of Minutes

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: That the May 23, 2013 Regular Board Meeting minutes, the June 19, 2013 Executive Committee Meeting minutes and the July 16, 2013 Special Executive Committee Meeting minutes were approved.

3) Committee Reports

a) Fiscal Report as of end of June, 2013 was presented by Stan Lambert.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Financial Report was approved.

b) Innkeepers' Tax Revenue Report

i) Balance as of June 30, 2013 for WREC's portion is \$166,796.15.

4) Executive Director's Report (shortened due to presentation by NICHES)

a) Land Acquisition – WREC will submit an NCHS grant request to acquire six properties on N. River Rd.

i) 2012 Acquisitions Management Update –

(1) Preparation for resale of properties on N. River Rd. – Subdivision Process – The SR 43 ROW Survey is ongoing. Majority of the documents are created in CAD and field controls for entire 3.5 mile route are done, ready to start field collection of individual property corners. Still on schedule. Mowing is underway for all properties acquired in 2012.

(2) Former Kerber Property – A grounds maintenance agreement between WREC and Tippecanoe County Parks and Recreation Department (TCPRD) was signed earlier this month. TCPRD will maintain the grounds as needed and work to establish the next section of the Wabash River Heritage Trail through the property.

b) River Road Scenic Byway Management Plan – SKA will present a rough draft of the plan and recommendations to the Advisory Committee on July 30. Board members are encouraged to attend this meeting. The final public meeting is scheduled for sometime in August.

- c) Lafayette Municipal Golf Course Re-Use Planning – A committee is being formed to review submittals of qualifications (SOQs) in response to the RFQ that WREC sent out to design consultants to develop concepts for re-use of the former Golf Course site. At this point, the proposed committee includes: Jenny Leshney, Ken Sandel, John Collier, Allen Nail, Dave Buck and Stan Lambert. Other WREC board members are welcome to participate, as well. Stan will develop funding options for the board to consider.
- d) One South Street – Environmental Cleanup Project – OCRA Grant – Work was required to be bid as two separate parts: Part 1 - Professional Services and Part 2 - Construction Services - to demolish the structures and remediate the site (environmental and general site clearing). Responses to the RFQ for Part 1, and sealed bids for Part 2 were due July 1, 12:30 PM and were opened that same day during a Public Meeting in the Tippecanoe County Office Building at 1 :00 PM and taken under advisement. In mid-July, interviews were scheduled with the three firms that submitted qualifications for Professional Services (Part 1) and the interview committee (John Collier, Ted Bumbleburg, Aimee Jacobsen and Stan Lambert) recommended IWM be selected as the firm to develop the Professional Services portion of the project.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Board ratify the recommendation that WREC hire IWM as the consultant for the One South Street Environmental Cleanup Project and authorize Stan Lambert to negotiate a contract with IWM.

After the bid opening, bids for the Construction Services (Part 2) were reviewed by WREC's construction management consultant which recommended that the low bidder, Denney Excavating, be awarded the bid for demolition, excavation and general site clearing work. Denney's bid was \$249,000 base bid and \$32,000 for Alternate #1: Removal of the asphalt parking lot.

Upon Motion made and duly seconded, it was unanimously:

RESOLVED: that the Board ratify the recommendation that WREC accept Denney Excavating's bid as the low bid for the construction portion of the One South Street Environmental Cleanup Project and authorize Stan Lambert to sign a contract with Denney Excavating.

- e) Watershed Program Update –
 - i) Region of the Great Bend - \$13,000 remaining from the \$203,595 implementation grant from IDEM is being allocated to agricultural projects. Several are being evaluated at this time. Wrapped up several projects in the last quarter. There is currently a waiting list of \$350,000 in mostly urban and agricultural projects. Continuing to work with City of Lafayette and watershed landowners to promote rain barrel sales with about 10 contacts per week.
 - ii) Ford C3 Grant project will run through December 2013 with additional planting at Oakland School and Cary Home in August.
 - iii) Applied for a \$75,000 Lake and River Enhancement (LARE) grant. Grant announcements are on hold until late August.
 - iv) IDEM requested that WREC reduce its \$650,000 grant by \$22,093 due to its budget cuts and sequestration. Application was revised accordingly and returned to IDEM. IDEM is working on grant documents to make funds available to WREC this fall, which will extend our grant funding through December 2016.
 - v) Sampling Blitz – took place on May 10. Approximately 55% of sites were sampled due to rescheduled date.
 - vi) Education and Outreach -255 EcoChampion signs were deployed, including three large signs that will be posted this summer. Eight additional signs have been ordered. Fan bases are increasing on social media sites and via e-newsletter. Looking at options to expand the green tour to include residential properties.

- vii) Deer Creek-Sugar Creek Watershed Project – Talia Tittlefitz was hired with a start date of August 19. She has a strong background in planning and great people skills. Liz Monell, intern, staffed booths at several County Fairs in conjunction with each county's SWCD. Continue to talk with Delphi Mayor's Office about potential projects with Corps and will schedule a formal meeting after Talia starts. Next public meeting will be Oct. 23 and social indicator surveys and landowner interviews will begin in September. Sara continues to coordinate work on this watershed until Talia's start date.
- viii) Riverfest – Took place on July 13. Estimated attendance was 4000 -5000 and there was a steady crowd throughout the day. Several events were added focused on kids. 12 member planning committee and more than 90 volunteers (including Purdue athletes) helped make the event a success. One vendor packed up early which prompted other exhibitors to pack up early as well. Will encourage them to stay to end next year. Requests already coming in for team or sponsorship information for 2014 event.
- ix) Paint the Rain for the Wabash – Sold 87 rain barrels. Barrels will be displayed publicly throughout the summer. 12 barrels have already been sold at public events totaling \$820.53. Gala will occur on Friday, Sept. 20, 2013, 7-9 PM at Sylvia's Ballroom in Lafayette. On target to net \$13,500. Educational value of the effort has been very high.
- f) Agency Audit Update – Huth Thompson is working on the final phase of the audit and should have the report completed in August.

5) Board/Corporation Old Business – no report

6) New Business –

- a) NICHES Land Trust – Presentation by NICHES Board members – NICHES (stands for "Northern Indiana Citizens Helping Ecosystems Survive") was established in 1995 and is one of 26 land trusts in Indiana. Currently, NICHES protects over 2,700 acres of land in 13 Indiana counties, including Tippecanoe County through ownership of land or holding of conservation easements on privately owned land. NICHES owns properties in 9 of 13 contiguous counties, 60% of them in Tippecanoe County. NICHES' focus is to protect natural areas and encourage use of that land in a responsible manner. NICHES, which operates on donations and receives no direct public funding, plays a very active role in the restoration and management of wetlands, prairies, savannas and forests to enhance biodiversity. NICHES controls invasive species on the properties it owns and implements controlled burns where appropriate. NICHES is interested in expanding the size of its protection areas with particular interest in creating large blocks of land of 1,000 acres or more. As NICHES' and WREC's missions seem to be very compatible, NICHES would like to keep dialogue open and look for opportunities to partner with WREC in the future. See attached document titled "NICHES Land Trust".

7) The next Regular Full Board meeting is scheduled for September 26, 2013 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:32 a.m.


John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for August 22, 2013 Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
10:00 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, member; Andy Gutwein, member
Others Present: Executive Director, Stan Lambert; Attorney, David Luhman
Guest: Kimberley Morisette, CPA, Partner at Huth Thompson LLP

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 10:03 a.m.

1. Audit Summary with Huth Thompson Staff –

- a. Kim Morisette walked through the audit summary. WREC was issued an unmodified (clean) audit report on its 2012 financial statements. There were no difficulties in performing the audit and no disagreements with management. There were some material adjustments proposed. There were two significant audit areas: Fixed Assets – property, and Cash held by others. Kim shared a handful of observations and recommendations including four audit adjustments: Beginning and Ending Depreciation, Agency Funds held at County, Land/Buildings, and Payroll taxes reclassification.

2. Committee Reports–

- a. Finance Committee: Fiscal Report **Fiscal Report** - Stan presented and reviewed the monthly fiscal report. The end of May operations cash balance was \$44,712.87 and the end of month cash total was \$235,555.25.
Upon a motion made and duly seconded, it was unanimously:
RESOLVED: to approve the fiscal report.
- b. Innkeepers' Tax Revenue Report – End of July balance for WREC's Innkeepers' Tax was \$183,334.28.

3. Executive Director's Report

- a. Land Acquisition –
 - i. WREC's NCHS Grant Request was approved. Stan will send out purchase agreements to the property owners. One of the property owners only wants to sell the riverfront portion of the property, so the appraisal is being revised accordingly.
Upon a motion made by Andy Gutwein and duly seconded by Tom Murtaugh, it was unanimously:
RESOLVED: to accept NCHS's not to exceed amount of \$528,000 for the purchase of six properties on N. River Rd.

Upon a motion made by Andy Gutwein and duly seconded by Tom Murtaugh it was unanimously:

RESOLVED: that all proceeds from the sale of any real estate purchased with NCHS funds will be restricted for use for future land acquisitions.

- b. River Road Scenic Byway Management Plan Development Project Update – The final public meeting is tonight. A preview of the presentation and the draft report will be at the end of meeting.
- c. Lafayette Golf Course Re-Use Planning Project – Stan is organizing the submittals of qualifications (SOQ) review committee. Other priority projects by members of this committee have delayed the review process slightly. Tentative members of the review committee are Stan Lambert, John Collier, Jenny Leshney and Dave Buck.
- d. OCRA Grant – Stan brought procurement documentation for the president's signature. OCRA will review procurement documentation and then issue our release of funds upon their approval.
- e. Watershed Program Update –
 - i. WREC has received a \$30,000 DNR-LARE Grant for watershed cost share implementation projects.
 - ii. WREC partnered with Tree Lafayette for a \$29,000 ALCOA Grant. The grant was verbally confirmed. Trees will be planted throughout the project area of the watershed. Approximately \$20,000 of the grant will be targeted for partnership projects, with the remainder allocated to Tree Lafayette for other purposes.
 - iii. The Paint the Rain Gala cost share fundraiser is September 20. Encourage all board members to attend. The gala was featured in the latest issue of Lafayette Magazine
 - iv. Big Pine Creek Watershed Management Plan Development Project – The Nature Conservancy (TNC) has proposed a partnership with WREC, NICHES and Conservation Technology Information Center (CTIC), to develop a watershed management plan for the Big Pine Creek watershed. TNC would provide funding through a Pulliam grant for the project and write the plan. WREC would receive \$12,500 to finish the Deer Creek-Sugar Creek watershed management plan; Plan, schedule and facilitate the eight public meetings; assist in forming the steering committee, develop at least one implementation project. TNC would provide \$18,000 to WREC to fund a cost share implementation project(s). NICHES will provide assistance in contacting local watershed residents and receive funding for other assistance. CTIC would receive funding to provide additional assistance, including engaging agricultural partners in the Big Pine Creek watershed.
- f. Miscellaneous – The Banks of the Wabash (BoW) has requested WREC to serve as the pass-through agency for a WRHCC grant to construct a small boat access ramp in Carroll County north of Delphi. Discussion ensued.

Upon a motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:

RESOLVED: that Stan Lambert and Dave Luhman should develop a contract with WRHCC to do the boat ramp project and the contract should include enough funding to cover Mr. Luhman's legal fees to develop the contract.

4. **Old Business** – No old business

5. There being no further business to come before the Executive Committee and

Upon a motion made by Tom Murtaugh and duly seconded by Andy Gutwein, it was unanimously:

RESOLVED: to adjourn the meeting at 11:14 a.m.

These minutes are submitted and signed by the Secretary in DRAFT form only.

A handwritten signature in cursive script, appearing to read "John D. Collier", is written over a horizontal line.

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for October 15, 2013 Executive Committee Meeting
Tippecanoe County Office Building, Tippecanoe Room
1:30 p.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, member; Andy Gutwein, member
Others Present: Executive Director, Stan Lambert; Attorney, David Luhman

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 1:33 p.m.

1. Committee Reports–

- a. Finance Committee: Fiscal Report - Stan presented and reviewed the monthly fiscal report. The end of month cash total was \$94,095.52.
Upon a motion made by John Dennis and duly seconded by John Gambs, it was unanimously:
RESOLVED: to approve the fiscal report.
- b. Innkeepers' Tax Revenue Report – End of September balance for WREC's Innkeepers' Tax was \$218,718.81.

2. Executive Director's Report

- a. Land Acquisition –
 - i. WREC's NCHS Grant Request was approved for acquiring six additional properties from willing sellers on N. River Rd. Acquisitions are in various stages in the process. Offers have been accepted by two property owners, one has signed a purchase agreement, another has signed a tentative purchase agreement, one has provided a counter offer and another is reviewing WREC's offer with their bank for approval.
- b. River Road Scenic Byway Management Plan Development Project Update – Report is in the final stages.
- c. Lafayette Golf Course Re-Use Planning Project – The submittals of qualifications (SOQ) review committee members have the submittals and are beginning their reviews. A meeting will be scheduled in December to discuss the submittals.
- d. OCRA Grant – Contracts were signed this morning for the contractual and professional services. WREC has its local match (\$50K) set aside in its development fund.
 - i. Associated Loading Dock Demolition Project – A Right of Entry (ROE) agreement has been developed for WREC and NCHS and was shared with the Executive Committee. Also, a proposal from Denney Excavating, Inc. to demolishing the loading dock was provided and reviewed by the Executive Committee.
- e. Watershed Program Update –

- i. Allocated all of current project funds (\$603,495) and have waiting list for requests totaling \$350,000. No additional applications will be accepted until additional funds are received.
 - ii. Received new grant contract from IDEM totaling \$637,907 for two years of salary and education and three years of implementation funding. 60% of funds must be spent in the monitored watersheds (Elliott Ditch and Little Wea Creek).
 - iii. WREC received a \$30,000 DNR-LARE Grant which requires a 20% match totaling \$7,500. Grant funds must be used for watershed cost share implementation projects within the Elliott Ditch or Happy Hollow Drainage areas.
 - iv. WREC is partnering with Tree Lafayette on a \$29,000 ALCOA Grant which mimics our Ford C3 project in partnering with Purdue Environmental and Ecological Engineering class to design projects at Tecumseh Middle School. Funds are held by Tree Lafayette as it is the grantee.
 - v. Working with Master Gardeners to create a rain garden certification program and will use them to design rain garden projects that will be installed using community volunteers.
 - vi. Education and Outreach includes Green Tour of Ford C3 project sites on October 22. To date, there are 62 registered attendees.
 - vii. Paint the Rain – sold 77 painted rain barrels for a total profit of \$21,500 which will be used to install a rain garden at Battle Ground Middle School, a rain garden and bioswale at Vinton Elementary School and green the Sagamore Farmers' Market.
 - viii. Big Pine Creek Watershed Management Plan Development Project – The Nature Conservancy (TNC) has proposed a partnership with WREC, NICHES and Conservation Technology Information Center (CTIC), to develop a watershed management plan for the Big Pine Creek watershed. TNC has submitted a contract for WREC to provide the following services:
 - 1. Finalize the Deer Creek-Sugar Creek (DCSC) Watershed Management Plan and submit to IDEM
 - 2. Assist TNC and CTIC in developing a DCSC Producer's Group
 - 3. Develop at least one implementation project (likely cover crops) for DCSC Watershed (any best management practices installed must meet NRCS specifications)
 - 4. Assist with development of Steering Committee and potentially a Producer's Group for Big Pine Watershed Group
 - 5. Assist TNC in developing Big Pine Creek Project implementation Framework and Facilitate regular meetings (approximately 10 through May 31, 2014) of the Big Pine Watershed Steering Committee
 - 6. Review TNC Drafts of Big Pine Creek Watershed Management Plan

In return, TNC will pay WREC a fixed price total of \$30,500 (\$12,500 to finish the Deer Creek-Sugar Creek watershed management plan; Plan, schedule and facilitate the eight public meetings; assist in forming the steering committee, develop at least one implementation project; and, \$18,000 to fund on-the-ground conservation projects in the Deer Creek Watershed).
- f. The Banks of the Wabash (BoW) has requested WREC to serve as the pass-through agency for a WRHCC grant to construct a small boat access ramp in Carroll County north of Delphi. Stan Lambert and Dave Luhman met with the group and learned that the project is more complicated than previously thought.

- g. Corps of Engineers (COE) Authorization Amendment Update – Stan has been engaged in conversations with COE and Congressman Rokita’s staff regarding language to for an amendment to the COE authorization to include bank stabilization and riverine erosion. Both the House and Senate have developed WRDA bills, one of which includes language similar to our request, but it is restricted to cover only navigable rivers that are working commercial rivers, which the Wabash River is not. More research is going to be done to determine if the language can be expanded to include all large, navigable rivers. Stan will continue to follow up on this issue.
- h. WREC Annual Retreat – Stan recommended that the WREC board pursue another annual retreat. The Executive Committee agreed and suggested a half day retreat sometime in January or February. Stan will initiate.

3. Old Business –

- a. Hard copies of the Audit Report were distributed to the Executive Committee members.
- b. A draft of the WREC Personnel Policy Manual was shared with the group.
- c. The Banks of the Wabash (BoW) and WRHCC grant request – Following discussion during the Executive Director’s report the Executive Committee felt that this project was outside WREC’s mission and:
Upon a motion made by John Dennis and duly seconded by John Gambs it was unanimously:
RESOLVED: that WREC should not oversee the WRHCC grant.
- d. The Executive Committee reviewed and discussed a Policy regarding Use of Proceeds from sale of NCHS-Funded Real Estate Acquisitions.
Upon a motion made by John Gambs and duly seconded by Tom Murtaugh it was unanimously:
RESOLVED: that it is the policy of WREC that any proceeds from the sale of real estate initially acquired pursuant to grants from NCHS shall be restricted and used solely for the acquisition of additional real estate.

4. New Business –

- a. Approval of The Nature Conservancy (TNC) Big Pine Creek Watershed Project contract – following discussion during the Executive Director’s report and:
Upon a motion made by John Gambs and duly seconded by John Dennis it was unanimously:
RESOLVED: to approve the contract with The Nature Conservancy.
- b. Agreement for Right of Entry from NCHS to WREC for Loading Dock Demolition Project – Following discussion during the Executive Director’s report and:
Upon a motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:
RESOLVED: to approve the Right of Entry agreement with NCHS.
- c. Agreement for Demolition of Loading Dock located at 40 Chestnut Street - Following discussion during the Executive Director’s report and:

Upon a motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:

RESOLVED: to allow Stan Lambert to sign the contract with Denney Excavating, Inc. for the demolition of the loading dock.

- d. Proposed 2014 WREC full Board and Executive Committee Meeting Schedule – was shared with and agreed to by the Executive Committee.
- e. Watershed: IDEM Grant Contract – Region of the Great Bend of the Wabash River (RGB) Implementation Grant - The Executive Committee discussed the contract with IDEM for WREC to develop and promote a cost-share program to implement best management practices (BMPs) such as riparian buffer filter strips, cover crops, etc... that address the water quality concerns outlined in the RGB Watershed Management Plan. The grant will provide WREC with a not-to-exceed amount of \$637,907 to implement the tasks described in Exhibit B of the contract. The local 40% match for this grant is \$425,271 to be funded from in-kind and cash contributions from project partners.

Upon a motion made by John Gambs and duly seconded by Tom Murtaugh it was unanimously:

RESOLVED: to allow Stan Lambert to sign the contract with IDEM for WREC to receive the RGB Implementation Grant in the amount of \$637,907.

- f. Stan Lambert's annual salary – After asking Stan Lambert to leave the room, President Tony Roswarski initiated a discussion about Stan's performance and his salary. Discussion ensued and all members agreed that as Stan's responsibilities have increased and become more complex his performance continues to be excellent. It was also noted that he had only received one very modest increase during his 8 years as the Executive Director.

Upon a motion made by John Gutwein and duly seconded by John Gambs it was unanimously:

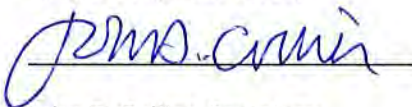
RESOLVED: to increase Stan Lambert's annual salary to \$66,000 beginning January 1, 2014.

- 5. There being no further business to come before the Executive Committee and

Upon a motion made and duly seconded it was unanimously:

RESOLVED: to adjourn the meeting.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John D. Collier", written over a horizontal line.

John D. Collier, Secretary

**MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS**

November 21, 2013

8:30 am

Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 21st day of November at 8:30 a.m. upon the call of president, Mayor Tony Roswarski.

Board Members Present were: John Gambs, Andy Gutwein, Tom Murtaugh, Richard Shockley, Ted Bumbleburg, Jim Andrew, Ken Sandel, Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Sallie Fahey, Sara Peel, Talia Tittelfitz, Jo Wade

1) Call to Order at 8:32 a.m.

Approval of Minutes

No records of meeting minutes were presented for review and approval.

2) Committee Reports

a) Fiscal Report as of end of October 2013 was presented by Stan Lambert.

Upon Motion made by Andy Gutwein and duly seconded by Richard Shockley, it was unanimously: RESOLVED: that the Financial Report was approved.

b) Innkeepers' Tax Revenue Report

i) Balance as of 10-31-2013 for WREC's portion is \$176,375.42.

3) Executive Director's Report

a) Land Acquisition

i) 2013 N. River Rd. Two NCHS Acquisition Grant Requests Approved for Seven Properties:

1) 1552 – The Closing was held 11/7. (Purchase price - \$34,549.75)

2) 3232 – The Closing was held 11/15. (Purchase price - \$239,263.98)

3) 2650 & 2700 – P.A. signed, Working towards Closing.

4) 2120 – Offer is below Mortgage Amt., Owner checking w/ Bank to accept it

5) 2560. Closing held 11/14. (Purchase price – (\$169,331.75) Stan provided an overview for how this acquisition occurred as it was not included in the initial acquisition grant project.

6) River Valley –WREC is still waiting for the appraisal for just the riverfront Section of this property.

Scenic Byway Management Plan - This item was on the agenda, but not identified with an alpha notation. Stan reported we are still waiting to receive the final draft of the plan document. Board discussion was held concerning the delay. Possible remedies were discussed including considering withholding the remaining contract, but no decision was made to act.

ii) North River Road Survey project. This item was not on the Agenda. Stan provided an update on the North River Road Survey Project. The survey is done. The next step will be for WREC and the County to discuss ROW requirements so that legal descriptions may be written. A Board discussion was held and the Board consensus was that WREC needed the Scenic Byway Management Plan done and available to inform it this next step of the North River Road project. Sallie Fahey offered to contact INDOT Byway Manager Randy Walter to voice the local frustration with the continuing delay to

complete the project by the consultant firm (SKA). A motion was made John Gambs and seconded by Andy Gutwein to authorize Sallie Fahey to contact INDOT regarding the Scenic Byway Project delays. The Board passed the motion unanimously.

b) Lafayette Golf Course Re-Use Planning. Stan updated the Board on the process. The committee is reviewing the Statement of Qualifications (SOQ) and will meet in early December to finalize recommendations. The Committee will then report to the Executive Committee at its regular December meeting.

c) One South St. Environmental Cleanup Project - We are still waiting for Duke Energy to disconnect service to be able to begin the project.

Stan reviewed an IDEM proposed option to eliminate the requirement for placing a soil cap on a contaminated area of the site requiring soil excavation and removal. The alternate proposal would require WREC to place a recreational Use Only Easement on this section of the site, conduct additional chromium testing and survey the easement area. The Board consensus was to follow the original grant project plan, and not change the project work plan at this time.

1) The Loading Dock Demolition Project will be starting soon also. Concrete material from this project will be crushed and used for fill material where appropriate in the One South Street Project.

d) Watershed Program Update. Sara gave her report and introduced WREC's new Watershed Specialist – Talia Tittelfitz. Talia introduced herself and the Board welcomed her to the agency. Sara reported WREC received a new IDEM implementation grant for the Region of the Great Bend Watershed. Received new grant contract totals (\$637,907) for two years of salary and education (\$210,000) and three years of implementation funding (\$427,907). Local in-kind match brings the total grant project to over \$1.1 million. The Paint the Rain fund raiser was successful with 77 painted rain barrels sold for a total profit of \$21,500. The profit will be used to install a rain garden at Battle Ground Middle School, rain garden and bios wale at Vinton Elementary School and green the Sagamore Farmers Market.

Talia reported on the Deer Creek Sugar Creek Project. A public meeting occurred on October 23rd with 45 attendees in partnership with 16 students from PU facilitation class. Draft of the watershed management plan submitted to IDEM on 10/13/13. Next draft due is the final draft – this will occur in February 2014. A social indicator survey is being mailed now and we should have results in January.

Big Pine Creek Watershed Project (Nina Mason Pulliam grant – The Nature Conservancy Partnership): \$18,000 in cover crop funding for Deer Creek Watershed were allocated from the grant..

e) Banks of the Wabash (BOW) Request for WREC to act as a Pass Through for a DNR Grant to acquire land and construct a small boat access facility north of Delphi in Carroll County. Stan updated the Board on this BOW request. Stan and Dave Luhman had met with BOW representatives and discussed their request. Dave L. had followed up the meeting with a phone contact to the IDNR to discuss the BOW grant and their request to WREC. IDNR recommended issuing a new grant to WREC for the Project and WREC would then be responsible for the project. The BOW project consists of land acquisition and construction of a small boat access facility and associated park space. Land still needs to be acquired, and adjacent land owners are not willing sellers at this time. A managing entity still needs to be identified to oversee the facility once it is built also. Stan stated that initially he understood the BOW request to consist of WREC acting as a pass through for BOW to accomplish its project, and he was in favor of this option. He does not support taking on active leadership of the project. Ted Bumbleburg made a motion and Richard Shockley seconded the motion for WREC to not get involved in the BOW project in Carroll County. The Board passed the motion unanimously.

f) COE Authorization Amendment Update. Stan updated their Board on status of this effort. The House and Senate have passed their own versions of a new water Resources Development Act Bill which is the legislation that provides COE oversight and authorizes COE projects to be done. At this time there is not a consensus between the congressional committees writing the Bill and the COE on what the COE is authorized to do regarding bank stabilization and riverine erosion mitigation. Tony and Stan will call our congressional staff to continue to work to resolve this issue and WRDA Bill language.

g) Part - Time Bookkeeper Position. Stan updated the Board on the Bookkeeper position hiring process. The process consisted of advertising for the position, ranking resumes, an interview process consisting of a written accounting test and an oral interview. Sandra Pence was the candidate selected to be offered the position. The initial offer was for \$12.50 per hour for 20 hours per week. Sandra countered with a pay rate of \$17.00 per hour. Kim Morisette and Tom Murtaugh felt comfortable with this rate. Stan requested Board approval to hire Sandra Pence at \$17.00 per hour for a 20 hour work week. John Gambs made a motion and Andy Gutwein seconded it to hire Sandra Pence at a rate of \$17.00 per hour for 20 hours per week. The passed the motion unanimously.

h) Audit Report: Recommendations Update. Stan briefly reviewed the audit recommendations WREC is in the process of implementing per the audit management letter.

i) Stan brought the following items forward for the Board's attention or for information purposes:

HR Draft Manual - Stan is meeting with the consultant to review her draft

Board Retreat - Stan proposed an annual half day retreat for the Board to discuss long term planning and development strategy. The Board proposed to plan this to occur in January or February of 2014. 2014: Budget. Stan is still working on this.

Officer Election - The Board will hold its annual officer election at its regular January Meeting. 2014 Regular Full Board and Executive Committee Meeting Schedule. See New Business.

j) Corridor Related Issues Discussion: Americus Area Gravel Pit Development proposal - Board member Andy Gutwein disclosed that he represented the potential developer and recused himself prior to the discussion. The remainder of the Board briefly discussed this issue and the consensus was that WREC should not release an official opinion on the issue at this time. The IDNR is in the process of assessing the proposal and it has not released its findings yet.

Old Business

Stan reported that NCHS had requested we clarify our policy to restrict use of income from the resale of NCHS funded property acquisitions for future land acquisitions to "funding future North and South River Road property acquisitions". Andy Gutwein made motion to clarify WREC Policy for the use of income from the Resale of NCHS funded acquisitions to be used to only purchase North and South River Road Properties: Resolved: That it is the policy of Wabash River Enhancement Corporation that any proceeds from the sale of real estate initially acquired pursuant to grants from North Central Health Services shall be restricted and used solely for the acquisition of additional real estate located along the North and South River Road corridor and in accordance with the Corporation's approved land acquisition plan and corridor master plans. The motion was seconded by Richard Shockley and passed unanimously by the Board.

New Business

a.) The Nature Conservancy's Big Pine Creek Watershed Contract, b.) the Agreement for Right Of Entry from NCHS to WREC for loading dock demolition project, and c.) the Agreement for demolition of loading dock located at 40 Chestnut Street were approved by the Executive Committee in the previous month and were brought forward at this meeting for Full Board affirmation of the decisions. John Gambs made a motion to approve items a, b, and c together in one motion. The motion was seconded by Andy Gutwein and the Board passed the motion unanimously.

b) 2014 Regular Full Board and Executive Committee Meeting Schedule. John Gambs made a motion to approve the 2014 meeting schedule. Richard Shockley seconded the motion and the Board passed the motion unanimously.

c) Watershed: IDEM Grant Contract. Region of the Great Bend Implementation Grant - This item was discussed briefly in Sara's report. Ted Bumbleburg made a motion to approve the contract and Richard Shockley second the motion. The Board passed the motion unanimously.

4) The next Regular Full Board meeting is scheduled for January 23, 2014 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:43 a.m.



Stanton Lambert, Executive Director
For Secretary, John D. Collier