

**Greene County Community Improvement Corporation  
Board of Directors Meeting  
March 17, 2022  
35 Greene St., Xenia, OH 45385  
9:30 am**

**Board Members:**

Mr. John Finlay, President  
Mr. Joe Harkleroad, Vice President - ABSENT  
Mr. Richard Gould, Greene County Commissioner - ABSENT  
Mr. Tom Koogler, Greene County Commissioner  
Mr. Rick Perales, Greene County Commissioner - ABSENT  
Mr. Brandon Huddleson, Greene County Administrator  
Ms. Toni Overholser  
Mr. Michael Imhoff  
Mr. Bart Sheridan - ABSENT  
Mr. Arthur Helmstetter  
Ms. Lesley Ott

**Greene County Staff:**

Mr. Eric Henry  
Ms. Vicki Sheets

**Guests:**

Thomas Scrivens, Council Member, City of Xenia  
Katherine Cyphers, Council Member, City of Bellbrook

**I. Call to Order**

Mr. Finlay called the meeting to order at 9:31 am.

**II. Approval of Minutes – January 27, 2022 Meeting**

Mr. Koogler motioned to approve the minutes of the January 27, 2022 meeting. The motion was seconded by Ms. Overholser. Motion passed unanimously. Introductions were made due to guests being present.

**III. Treasurer's Report**

Ms. Overholser motioned to approve the Treasurer's Report. Mr. Helmstetter seconded the motion. Motion passed unanimously.

**A. Transaction Improvement**

Mr. Henry presented changes in banking procedures for the CIC. Accounts have been consolidated and moved to Huntington Bank. Bill payments will now be made online, eliminating the need for paper checks.

**IV. New Business**

**A. EDIP Applicant (Project Mountaintop)**

Mr. Henry began a discussion about an EDIP project request. Mr. Huddleson motioned the meeting be moved into Executive Session per ORC 121.22(G)(8)(a)(b) to discuss information that is directly related to a request for economic development assistance that is to be provided or administered and involves the possible investment or expenditure of public funds to be made in connection with the economic development project. The motion was seconded by Mr. Imhoff, and upon roll call the result was as follows:

Mr. Finlay\_\_\_\_\_Aye

Mr. Imhoff\_\_\_\_\_Aye

Mr. Koogler\_\_\_\_\_Aye

Ms. Ott \_\_\_\_\_Aye

Mr. Huddleson\_\_\_\_\_Aye

Ms. Overholser\_\_\_\_\_Aye

Mr. Helmstetter\_\_\_\_\_Aye

Entered Executive Session at 9:37 am. Present were the above-named Board Members, Mr. Henry and Ms. Sheets. The Committee resumed open session at 9:45 am with no action taken during the Executive Session.

Mr. Huddleson motioned to award a \$50,000 EDIP Grant to Project Mountaintop. The motion was seconded and passed unanimously by voice vote.

**B. 58 and 64 East Main Street Lease**

Mr. Henry gave a brief overview of the lease for the 58 and 64 East Main Street property. Ms. Ott Motioned to approve the renewal of the lease. Mr. Helmstetter seconded the motion. The motion passed unanimously with two abstentions by voice vote. Mr. Huddleson and Mr. Koogler abstained.

**C. CIG Fact Sheet and Application**

Mr. Henry presented the application and the rubric for the Community Investment Grant.

**D. EDIP Reporting**

Mr. Henry began a discussion about an EDIP project request. Mr. Huddleson motioned the meeting be moved into Executive Session per ORC 121.22(G)(8)(a)(b) to discuss information that is directly related to a request for economic development assistance that is to be provided or administered and involves the possible investment or expenditure of public funds to be made in connection with the economic development project. The motion was seconded by Ms. Overholser, and upon roll call the result was as follows:

Mr. Finlay_____Aye	Mr. Imhoff_____Aye
Mr. Koogler_____Aye	Ms. Ott _____Aye
Mr. Huddleson_____Aye	Ms. Overholser____Aye
Mr. Helmstetter_____Aye	

Entered Executive Session at 9:49 am. Present were the above-named Board Members, Mr. Henry and Ms. Sheets. The Committee resumed open session at 9:54 am with no action taken during the Executive Session.

**E. New Executive Committee Member**

Mr. Henry discussed the vacancy on the Executive Committee and the Executive Committee's recommendation that Ms. Overholser be asked to join. Mr. Huddleson motioned that Ms. Overholser become a member of the Executive Committee. The motion was seconded by Mr. Imhoff and passed unanimously with Ms. Overholser abstaining.

**V. Old Business**

**A. Code and Regs Revisions**

Mr. Henry reviewed the updated draft of the board's Code and Regs. Mr. Helmstetter motioned that the board approve the updates. The motion was seconded by Mr. Imhoff and passed unanimously.

**B. BR&E Updates**

Mr. Henry discussed the upcoming BR&Es that are scheduled.

**VI. Good of the Order**

**A. Annual Report to the Community Achievers**

Mr. Henry reviewed the list of people who will be recognized at the Annual Report as Greene County Achievers.

**B. Clark State is dedicating a room to Sheriff Fischer.**

Ms. Overholser extended an invitation for everyone to attend.

**C. ARPA Funds**

Mr. Koogler reported that the County Commissioners will be using a portion of the county ARPA Funds for a non-profit grant program.

**VII. Adjournment**

Mr. Finlay adjourned the meeting at 10:12 am.

Respectfully Submitted for Approval:



\_\_\_\_\_  
Vicki Sheets

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May 26, 2022

Minutes Approved by:



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John A. Finlay, Chair  
CIC Board of Directors

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May 26, 2022