



**MINUTES REGULAR MEETING
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #3
May 16, 2025**

CALL TO ORDER

Chair Washington called the meeting to order at 11:22am.

ROLL CALL

APPROVAL OF AGENDA

Chair Washington indicated that there was an addition to the New Business section of the agenda - the annual invoice for clerk services. As there were no other additions, Board member Cotugno moved to approve the agenda as amended. Second by Treasurer Strickland. Motion carried.

APPROVAL OF MINUTES

Meeting Minutes of March 7, 2025

Board member McKee moved to approve the regular meeting minutes from the March 7, 2025 JEDD Board meeting. Second by Board member Cotugno. Motion carried.

NEW BUSINESS

**New Board Member Appointment August 2025
Etna Township Owner**

Board member McKee indicated that the Township Trustees were made aware of the need to appoint someone for Jackie Cotugno's employee position. She indicated that the new Administrator, Bill Spurgeon, would be handling all aspects of seeking a replacement. Board member McKee also commented that she felt Board members should be able to serve more than one term to allow for contiguity in service to the Board. She would like to see Board members have the opportunity to learn the position by serving multiple terms.

Attorney McCarter agreed that having Board members be able to serve multiple



terms would allow for contiguity and more fluidity in Board service. This choice would be a policy decision by the Board.

Board member Cotugno indicated that she agreed with extended terms as she has a greater understanding of her role and position.

Chair Washington stated that Clerk Prasher had a list showing the terms of each position, but the former Administrator Elizabeth also had a document showing the terms and how appointments were made. Administrator Spurgeon advised that he would contact Clerk Prasher.

Insurance Renewal Process

Attorney McCarter indicated that it was time for the annual renewal process for insurance. Each year, the JEDDs are required to complete a new application requesting a quote for rates. The JEDD Board Chair was usually responsible for signing the application and a statement of the amount of money flowing through the organization.

Chair Washington stated that the previous year's premium was \$2,592. As the renewal is due in September, waiting until the August meeting makes payment more difficult for the Township to process a payment. Chair Washington suggested that the JEDD Board approve the payment of a premium not to exceed \$3,500 in order to start the insurance renewal process.

Board member McKee moved to approve requesting a quote for the annual JEDD insurance and approving payment of a premium not to exceed \$3,500. Second by Board member Cotugno. Motion carried.

Clerk Service Agreement Invoice

Chair Washington stated that the JEDD Board received an invoice for clerk services provided to the JEDD Board by the City of Reynoldsburg. Per the Clerk Services Agreement, the City of Reynoldsburg would provide a clerk to attend JEDD Board meetings, produce packets, and take minutes during meetings for a cost of \$1,000 per year.

Treasurer Strickland moved to approve the payment of the invoice for clerk services for 2024 of \$1,000 to the City of Reynoldsburg. Second by Board member Cotugno. Motion carried.

OLD BUSINESS

There was no Old Business.

TREASURER'S REPORT

Finance and Distribution Report

Treasurer Strickland reported that the fiscal reports were included in the Board's packet, including the distribution report. The first quarter revenues for 2025 were \$292,611.86. During this reporting period, there were invoices in the amount of \$3,937.50 for professional/paralegal services.

Board member McKee moved to approve the Treasurer's Report. Second by Board member Cotugno. Motion carried.

JEDD #3 Audit and AOS Audit Letter

Chair Washington advised that JEDD 3 was in the rotation for an audit. The previous audit cost was \$1,000. She suggested that the Board approve moving forward with the audit based on a cost not to exceed \$1,000.

Board member McKee moved to move forward with the audit with a cost not to exceed \$1,000. Second by Board member Cotugno. Motion carried.

Chair Washington added that the State Auditor required a Letter of Engagement in order to proceed with the audit and sign the Letter.

Board member McKee moved to approve signing a Letter of Engagement for the JEDD 3 audit. Second by Board member Cotugno.

Certificates of Deposit Expiration

Chair Washington reported that JEDD 3 has three \$50,000 Certificates of Deposit at Heartland Bank that were up for renewal on May 31, 2025. The Board needs to address how to proceed with these CD renewals. The CDs can be renewed for twelve months at the same rate (4.89%), invest in seven months at a rate of 4.10%, or not renew. Additional funds could also be added to an additional CD.

Board member Cotugno moved to reinvest all three CD for a twelve-month period at 4.89%. Second by Treasurer Strickland. Motion carried.

ATTORNEY'S REPORT

Report Regarding Developer Reimbursement



Attorney McCarter reported that he was delayed in sending out the letters, which were just sent out. The responders have 30-days to respond. He indicated that he expected to have some conversations with developers as substantial funds were involved.

BOARD MEMBER COMMENTS

There were no additional Board comments.

ADJOURNMENT

Board member McKee moved to adjourn the meeting. Second by Board member Cotugno. Motion carried.

Necol Washington, Board Chair

Mollie Prasher, Clerk