

**Minutes of the March 22, 2011
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Vice-Chair Paul Lake called the meeting to order at 6:30 p.m.

ROLL CALL

Vice-Chair Paul Lake performed roll call, with six members present. Also in attendance was Lisa Gehlhausen, Executive Director.

APPROVAL OF MINUTES AND AGENDA

The Minutes of the February 22, 2011 Executive Board Meeting were presented by Vice-Chair Lake for approval. Mike Ellis made a motion to approve the minutes as presented and Treasurer Beverly Schulthise seconded the motion. Motion carried.

ADDITION TO THE AGENDA

None to report.

TREASURER'S REPORT

Treasurer Schulthise reported that as of March 22, 2011, the closing cash balance was \$378,675.06 which includes the \$10,000.00 CD. Treasurer Schulthise reported the outstanding invoices at \$69,534.60. With no questions or discussion, Patricia Ramsey made a motion to approve the Treasurer's Report and Mike Ellis seconded the motion. Motion carried.

DIRECTOR'S REPORT

Vice-Chair Lake turned the meeting over to Ms. Gehlhausen for the Director's Report. Ms. Gehlhausen reported the following:

- **Community Focus Funds (CFF).** Ms. Gehlhausen reported on Friday, March 18, there were seven CFF applications submitted to the Indiana Office of Community and Rural Affairs (IOCRA). Those include: Jasper, Holland, and Petersburg sewer; St. Meinrad water; SE Orange County and Marengo Fire Trucks; and Paoli stormwater. The staff has been really busy to get these seven CFF applications developed. The total being requested is over \$3.1 million dollars. Announcements will be made on May 27.
- **Newsletter.** Ms. Gehlhausen apologized to the board as to not having the newsletter out yet due to the workloads.
- **CEDS.** Ms. Gehlhausen stated the staff has been working on the Community Economic Development Strategy (CEDS) report that is due on June 30. The priority listings are coming in.
- **Other projects.** Ms. Gehlhausen reported that the staff is working on the Jasper and Ferdinand Code Books (available on Indiana 15's website along with the city and town websites). The Santa Claus and Dubois County Park Plans are currently being developed. We have been asked to do another park and recreation master plan. Additionally the staff is administering the projects that received funding.

Ms. Gehlhausen stated while attending a workshop with OCRA, it was mentioned that the HUD Community Development Block grants could be cut by 62%. The Economic Development Administration (EDA) funding appears to be intact. These federal fund programs are very efficient. They are funding the needed projects identified at the local level.

OLD BUSINESS

- **Roof Snow Guards Quotes.** Ms. Gehlhausen reported only two quotes came in out of the three requested. (passed around the quotes) Ms. Gehlhausen read each quote: 1) Paul Frey Construction, (who installed the metal roof) bid states the snow guards can be installed at \$5.00 per guard (includes installation). This bid is anticipating 180 guards will be needed and 2) Jason Weyerbacher's bid states \$6.60 per snow guard and thought we would need 300 for the front and another 300 for the back. Ms. Gehlhausen stated there is a big difference in the number of guards proposed. Ms. Gehlhausen stated she called Mr. Frey back explaining the difference in the quotes by the quantity. Mr. Frey stated 180 snow guards we could get by with, but recommended 360 for both front and back. There seems to be a conflict with how many snow guards are needed, 360 or 600. The cost of 360 guards at \$5.00 is \$1,800.00 but if we use the other quote at 600 at \$6.60, the cost would be \$3,960.00. Due to the variation of quantity, it was determined to have a punch list (itemized) made, in order to compare each quote equally and bring back to the next board meeting.

Vice-Chair Lake asked if there were any other updates on the insulation. Ms. Gehlhausen stated Superior Insulation submitted their invoice but there were two rooms that the blown insulation fractured and split the dry wall near the electrical outlets. Superior Insulation came pretty quickly and repaired the dry wall and re-plastered but did not come back to sand it down and get it ready for painting yet. Ms. Gehlhausen stated she didn't push it with the CFF applications due last week to interrupt the staff while working on the applications. The check is being held until the painting is finished.

NEW BUSINESS

Contracts for Approval:

Ms. Gehlhausen stated on the agenda for tonight was the Pike County Debris Removal contract to be approved but informed the board that the county did not mail back this contract in time for approval and will bring this contract back at the next scheduled meeting. This contract will not be up for consideration tonight. Mike Ellis made a motion to group the following contracts and was seconded by Alan Cassidy. Motion carried:

- Patoka Township Fire Station (CF-10-219); sum of \$38,000.00
- Ferdinand Code Book Update; fee schedule, estimated at \$1,200.00

After Ms. Gehlhausen gave a brief description of each contract, a motion to approve the contracts was made by Fran Lewis and seconded by Patricia Ramsey. Motion carried.

ADJOURN

Ms. Gehlhausen stated the next scheduled board meeting will be Tuesday, April 26 prior to the full board meeting. There being no further business to come before the Executive Board, a motion was made by Patricia Ramsey and seconded by Treasurer Schulthise to adjourn the meeting at 7:05 p.m. Motion carried.

Respectfully submitted,

Barbara A. Gilliatt, Secretary

BAG/sk