

**Minutes of the September 25, 2018
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chairman Al Logsdon called the meeting to order at 6:30 pm.

ROLL CALL

Secretary Paul Lorey performed roll call; nine members were present. Lisa Gehlhausen and Cheri Taylor of the Commission were also in attendance.

APPROVAL OF MINUTES AND AGENDA

Chairman Al Logsdon presented the minutes from the Executive Board meeting held August 28, 2018. Paul Lorey made a motion to approve the minutes, motion was seconded by Whitney Timberlake, and motion carried.

AGENDA: ADDITIONAL BUSINESS

Chairman Al Logsdon called for additional agenda items. Lisa Gehlhausen requested NSOFAR, Town of Holland, and Town of Grandview contracts to be added. A motion to add all three contracts to the agenda was made by Paul Lorey, Rudy Freeman seconded the motion, and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of September 17th receipts were \$17,166.87 and disbursements were \$15,017.66. Since the report receipts of \$1,410.00 were added and disbursements were \$19,852.43. The actual total cash balance is \$764,118.42. The total aging schedule was \$13,351.05. The Commission has one 24-month CD totaling \$250,000.00, one 18-month CD totaling \$9,796.50, one 18-month CD totaling \$250,000.00 and two 24-month CDs totaling \$50,000 for a total investment of \$609,796.50. The restricted savings has a balance of \$4,399.55.

Mike Ellis made a motion to approve the Treasurer's Report, motion was seconded by Paul Lorey, and motion carried.

DIRECTOR'S REPORT

Chairman Al Logsdon called for the Director's Report from Executive Director Lisa Gehlhausen. Ms. Gehlhausen reported on projects as follows:

- Federal Emergency Management Agency (FEMA), Assistance to Firefighters Grant (AFG) is due October 26th. Lisa has heard of a few departments in Perry County wanting to apply, Crawford County wanting to apply for an ambulance, and Jasper wanting to apply for SCBA's. The AFG is an online application. Staff of Indiana 15 watched a webinar last Thursday on AFG's. Applicants must have a grants.gov account making it very important to keep it updated. This year FEMA is doing something new and is taking into consideration the call volume of a department and the population of the county. Call volume and population were not a part of the criteria in previous years but now they are. A lot of the departments have a five percent or ten percent match based on population for each county. This is a great but very competitive program, if you apply and don't receive an award don't give up, reapply.
- Community Crossings matching grants are due this Friday, September 28th.
- Please turn in your reservations for the 45th Anniversary Dinner Meeting on October 23rd. There will be a short meeting to consider the 2019 budget, and the Commission attorney, Greg Schnarr.

OLD BUSINESS

- The per capita fee is progressing through the six counties budget hearings. There is nothing official yet but it is progressing through all six counties. Ms. Gehlhausen should know more soon.

NEW BUSINESS

None presented

Resolutions for Recommendation to Full Board

- 2019 Budget - 2018-16 - The 2019 Budget has been revised so there is no negative result. \$20,000 of the Rockport Auto Parts Project was moved from 2020 to 2019, this Project will close out in May of 2019. \$6,000 of the Holland Water Project was moved from 2021 to 2019. They are receiving a grant of \$600,000 with a local match of \$532,000 coming from a State Revolving Fund (SRF) loan. SRF requires the project to be bid by November 1st. The grant agreement was just signed September 25th making this a quick process for Holland. If the project is not bid by November 1st the funds will be unavailable. An additional \$6,000 was moved from 2020 to 2019 due to the fast pace of the process. The budget is now in the black for the 2019. The budget is conservative at \$1,865.05 surplus.

The yellow highlighted areas in the packet are the changes that were made to the budget. A recommendation for approval from the Executive Board is needed to take to the Full Board at the October 23rd meeting to approve the 2019 Operating Budget.

A motion to recommend the revised 2019 Budget to the Full Board was made by Stephen Bartels, motion was seconded by Whitney Timberlake, and motion carried.

- Resolution 2018-17, Attorney Greg Schnarr - Greg Schnarr was a previous member of the board and was very happy to be considered for the Commission attorney. Mr. Schnarr doesn't require a retainer for holding but will charge \$125 per hour when needed. This fee is a reduction for municipal entities. Greg Schnarr will take over Bill Shaneyfelt's position starting January 1, 2019 upon approval of the Full Board.

Contracts for Approval

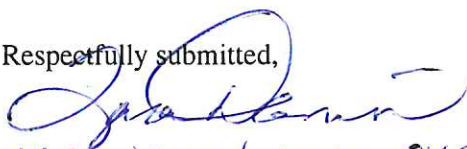
- Contract with the Town of Grandview, \$40,000 to administer an OCRA Community Development Block Grant. Grandview will receive \$491,675, their match is \$123,600 for a \$615,275 total project. This is a water project to build a well in the aquifer.
- Contract with the Town of Holland, \$42,000 to administer an OCRA Community Development Grant. Holland will receive \$600,000, their local match is \$532,000 for a \$1,132,000 total project. Most of this water project is to replace a water tank and water tank rehabilitation.
- Contract with NSOFAR, \$28,290 beginning July 1, 2018 through December 31, 2021 to do additional traffic counts in the six counties. This contract is in addition to our INDOT Planning Grant traffic counts.

A motion to merge the three contracts was made by Mike Ellis, motion was seconded by Beverly Schulthise, and motion carried.

A motion to approve all three contracts was made by Mike Ellis, motion was seconded by Whitney Timberlake, and motion carried.

ADJOURN

There being no further discussions or business to come before the Executive Board, Chairman Al Logsdon called for a motion to adjourn. Motion for adjournment was made by Beverly Schulthise, motion was seconded by Mike Ellis and motion carried. The meeting adjourned at 7:20 pm. The next meeting of the Executive Board will be held October 23, 2018.

Respectfully submitted,

TARA DAMIN, VICE CHAIR
Paul Lorey, Secretary
PL/lh