

**Minutes of the August 27, 2019
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Vice-Chair Tara Damin called the meeting to order at 6:30 pm.

ROLL CALL

Secretary Paul Lorey performed roll call; seven members were present. Lisa Gehlhausen, Cheri Taylor and Nathan Held of the Commission and Maggie Stemming were also in attendance.

PLEDGE/APPROVAL OF MINUTES AND AGENDA

Vice-Chair Tara Damin presented the minutes from the Executive Board meeting held June 25, 2019. Paul Lorey made a motion to approve the minutes as presented and Tom Hauser seconded the motion. Motion carried.

AGENDA: ADDITIONAL BUSINESS

Vice-Chair Tara Damin called for additional agenda items. None presented.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of August 27th receipts were \$60,207.42 and disbursements were \$47,984.82. The actual total cash balance is \$785,729.17. The total aging schedule was \$22,414.64. The Commission has one 24-month CD totaling \$250,000.00, one 18-month CD totaling \$9,796.50, one 21-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 \$6,596.61.

Mary Ann Cummings made a motion to approve the Treasurer's Report as presented, Tom Hauser seconded and motion carried.

DIRECTOR'S REPORT

Vice-Chair Tara Damin called for the Director's Report from Executive Director Lisa Gehlhausen. Ms. Gehlhausen reported on projects as follows:

- The Brownfields conference previously reported as being held in San Diego is actually in Los Angeles.
- The project status reports have been updated and were distributed to the Board.
- Cheri Taylor is requesting permission for outside employment with Thomas Glass and More on occasional Fridays. Beverly Schulthise made a motion to approve the request, Mike Johannes seconded and motion carried.
- Nick Goodwin's last day was Thursday, August 22.
- The Community Crossings Road Asset Management Plans now needs to be updated online.
- The four staff CDBG grant administrators have completed their six-points needed for OCRA required annual re-certification. The most recent training was about submitting applications utilizing the new online Grants Management System starting with round 2 in 2019.
- The schedule for OCRA applications are as follows: 2019 Round 2 proposals are due in October and applications in November; 2020 Round 1 proposals are due in April and applications in May; 2020 Round 2 proposals are due in August and application due in October.
- A planning grant application will be submitted for a feasibility study of the Rome Courthouse in September; proposals and applications for Milltown Wastewater, Birdseye Fire Station and Patoka Water will be submitted for Round 2; and an application for Perry County Clearance will also be submitted in 2019.
- Economic Development Administration has additional funding available in the amount of \$587 million - \$50 million in our Chicago Region to be used for economic development or distress as part of a natural disaster. Perry, Spencer and Crawford counties qualify for this funding. Two projects that are examples – two Perry County Port Authority bridges and Santa Claus wells.

OLD BUSINESS

None presented.

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NEW BUSINESS

New server purchase – A new server is in the 2019 budget but the Indiana 15 portion at \$6,036.28 requires Board approval. The replacement is coming at a good time, because we were down two days last week due to issues. If the order is placed tomorrow, installation will take place at least 30 days out. Carl Anderson made a motion to approve the purchase, seconded by Tom Hauser and motion carried.

2020 Budget discussion – A draft 2020 proposed budget was presented for discussion. The current draft budget includes no raises for staff and the Technical Services Specialist position is included starting August 1st. The car needs to be replaced in 2020 – Jasper Engines and Transmissions is willing to give us \$2,000 off the price of cars on their lot (they do not currently have any on the lot). Quotes will be requested for a replacement vehicle in February. There is \$15,000 in the restricted car savings account.

The final adoption of the 2020 budget will be presented to the Board in October. After discussion by the Board, the salary line item will be re-visited and a new draft presented.

Resolutions for Approval

- Recommend approval of the 2019 Mid-year Budget (Resolution 2019-17) – After Board discussion, Mike Johannes made a motion to recommend approval of Resolution 2019-17, Carl Anderson seconded and motion carried.

Contracts for Approval

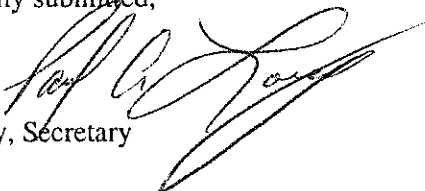
- Town of Santa Claus Park Plan; sum of \$2,500
- Town of Birdseye Code; sum of \$1,000
- Town of Chrisney Code; sum of \$2,200
- Pike County Progress Partners; contract addendum – changed grant number, amount, match requirement and payment schedule.

Paul Lorey made a motion to lump the three contracts and the addendum into one motion, Carl Anderson seconded and motion carried. Bev Schulthise made a motion to approve the three contracts and one addendum, Tom Hauser seconded and motion carried.

ADJOURN

There being no further business to come before the Executive Board, Vice-Chair Tara Damin called for a motion to adjourn. Motion for adjournment was made by Paul Lorey, seconded by Mike Johannes and motion carried. The meeting adjourned at 7:20 pm. The Executive Board will meet on September 24, 2019.

Respectfully submitted,


Paul Lorey, Secretary

PL/lh