**Minutes of the October 27, 2015**
**Executive Board Meeting of the**
**Indiana 15 Regional Planning Commission**

## CALL TO ORDER

Chair Rudy Freeman welcomed the Executive Board members and called the meeting to order at 6:30 p.m.

## ROLL CALL

Secretary Tara Damin performed roll call; ten members were present. Also in attendance was Lisa Gehlhausen Executive Director of the Commission.

## APPROVAL OF MINUTES AND AGENDA

Chair Freeman presented the minutes from the Executive Board meeting held September 22, 2015. Mike Ellis made a motion to approve the minutes as presented and David Kress seconded the motion. Motion carried.

## ADDITIONAL AGENDA ITEM

Lisa Gehlhausen asked that the Huntingburg Market Street contract and the Huntingburg Senior Center contract be added to the contracts to be discussed.

## TREASURER'S REPORT

Treasurer Beverly Schulthise reported receipts as of October 27th were $30,142.30 and disbursements were $25,268.04. The actual cash balance is $741,537.58. The aging schedule total is $23,464.00. There are two CD's totaling $500,000.00. The restricted savings has a balance of $9,311.77. Bill Byrd made a motion to approve the Treasurer's Report pending audit, and Mike Ellis seconded the motion. Motion carried.

## DIRECTOR'S REPORT

Chair Freeman turned the meeting over to Lisa Gehlhausen for the Director's Report. Ms. Gehlhausen updated current projects as follows:

- Elliot Englert is conducting traffic counts in Orange County.
- Cheri Taylor finished Community Development Block Grant training with OCRA. She is working with the town of English on a water project and is preparing an income survey to go out next week.
- Nathan Held just completed submitting a Workforce Development Project for Tell City. He has also submitted a planning grant for the town of Holland.
- Lisa Gehlhausen will be submitting a feasibility study on a town-owned building for Marengo.
- **FEMA Assistance to Firefighter Grant** – The staff listened to a webinar this week on the Assistance to Firefighter Grants (AFG). The notice of federal awards are expected on November 16 for fire vehicles, turnout gear, fill stations, ambulances, etc. These will probably be due on December 16 or 30 days after announcement. We are working with Anderson Township (Perry), Central Perry, Ferdinand and Santa Claus fire departments. All fire departments are required to have a System Award Management (SAM) number. Central Perry FD still needs to obtain a SAM number. Webinars are offered weekly – Monday is vehicles, Tuesday is regional applications, Wednesday and Thursday has additional topics.
- **Stronger Economies Together (SET) initiative** - A Community Forum is scheduled for this Thursday, October 29th at the Ferdinand Community Center. This will be a three-hour regional input session. We are going to think regionally and talk about opportunities, strengths, and challenges. Board members were asked to try to attend this forum and bring along a list of items to contribute. This will be a working meeting and it is open to the public. Purdue Center for Research and Development will facilitate the meeting. We invited State Legislators, Federal Legislative staff, business, industry, youth, community foundations, education, etc to attend. Our Comprehensive Economic Development Strategy (CEDS) is due in April. This process will contribute to our CEDS.
- **Huntingburg contracts** – The Huntingburg Senior Center and Market Street contracts were approved and signed by the Indiana 15 RPC Executive Committee in January. OCRA is asking for a clarification on the contracts of listing the amount of the contracts to be "not to exceed" or "lump sum".

## OLD BUSINESS

None presented.

**NEW BUSINESS**

- 2016 Budget – No changes have been made since it was presented to the Executive Board in August.

**Resolutions for Recommendation to Full Board.**

- Resolution No.: 2015-11 – Adoption of the Fiscal 2016 operating budget.
- Resolution No.: 2015-12 – Authorizing adjustments in salaries of staff for Fiscal 2016.
- Resolution No.: 2015-13 – Establishing the Fiscal 2016 schedule of fees.

After discussion of the 2016 proposed budget, Lisa Gehlhausen was asked to research the insurance amount since it decreased in the proposed 2016 budget from the 2015 budget. Stephen Bartels made a motion to combine the three resolutions into one vote, David Kress seconded and motion carried. Tara Damin made a motion to recommend resolutions to the full board as presented, Beverly Schulthise seconded and motion carried.

**Contracts for Approval.**

- Orange County First Chance Center (PL-14-019) - $3,500.
- Crawford County Jail Clearance (BC-14-100) - $16,000.
- Spencer County Jail Clearance (BC-14-102) - $19,000
- Orleans Library (PF-14-106) - $38,000.

These contracts have the "not to exceed" language included, as will future contracts moving forward. Mike Ellis made a motion to combine the four contracts into one vote, Gary Barnett seconded and motion carried. Mike Ellis made a motion to approve contracts as presented, David Kress seconded and motion carried.

Bill Byrd made a motion to add a "not to exceed amendment" to the Huntingburg Market Street and Huntingburg Senior Center contract, Beverly Schulthise seconded and motion carried.

**ADJOURN**

There being no further discussions or business to come before the Executive Board, Mike Ellis made a motion to adjourn, Stephen Bartels seconded the motion and motion carried. The meeting adjourned at 7:28 pm. The next meeting of the Executive Board is November 24, 2015 at 6:30 pm. (*The next meeting was later changed to Tuesday, November 10, 2015 at 6:30 pm).*

Respectfully submitted,

Tara Damin, Secretary

TD/ct