

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of December 18, 2012; at 3:00 PM

Chariton Valley Planning & Development Council Office, Centerville, Iowa

Present: Dean Kaster, Dennis Ryan, John Hamilton, Nichole Moore and Julie Pribyl

Absent: Larry Davis, Bill Alley

Guest: None

Approval of Agenda:

Hamilton made motion to approve agenda, Ryan seconded. All in favor

The agenda was approved unanimously as presented.

Approval of Minutes:

Ryan made motion to approve the minutes for November 20, 2012, as presented. Hamilton seconded.

All in favor.

Review of Financial Reporting:

Bank statement for November was presented with a balance of \$ 41,432.46. Hamilton made motion to accept the balance as presented on statement. Ryan seconded. All in favor.

Bills/Payroll was presented for approval in the amount of \$ 12,016.40. Ryan made motion to approve bills/payroll as presented. Hamilton seconded. All in favor.

Deposits were presented in the amount of \$ 4,944.47. Hamilton made motion to accept the deposits as presented. Ryan seconded. All in favor.

Line of Credit was shown with balances of \$ 72,647.47 for note ending 0531 and \$ 0.00 for note ending 1302. Ryan made motion to accept the update on balances. Hamilton seconded. All in favor.

The board also reviewed the bank reconciliation report as presented for November 2012, along with the Profit & Loss report for July through November 2012.

Moore presented the board with a copy of FY13 budget and explained that she would be starting on the draft FY14 budget and asked if the board had any questions, suggestions or comments on information that will need to be updated.

Summary of Meeting:

New Business:

Moore and Pribyl reviewed the project updates that were being completed or have been completed.

Moore explained that at this time she has not heard any additional information from IDOT regarding any financial concerns. She has been in contact with the attorney as well. Moore will send an email back to IDOT asking for some clarification or updates. She was asked to check on the timeframe for the insurance claims if they are needed. Board asked what the status of the Scenic Byway project was from FHWA. Moore explained that she received an email from Troy Siefert, IDOT about some clarifications and that she provided this. She also signed a final closeout report allowing for no money to be returned or paid back. Project is considered closed.

Moore reviewed a concern that was brought to her attention at IARC regarding IEDA and COG assistance. She was told that IEDA will be withholding any assistance to CVPD because of the unresolved audit issues. She has contacted Shannon Woods and asked if she could send a letter to IEDA regarding the issue and what the status is. Will follow up with Shannon for next meeting.

No EDA updates at this time. Moore is preparing a letter to them asking for final clarification on the closure of the grant.

CVPD is continuing to work on the planning projects for CVTPA. At this time, the focus is on the TPWP, TIP information and the update for the PTP.

The Advisory Board was reviewed. It was asked that a letter be send out the communities again about the next meeting. This will need to be set for February. We need to ask the city to appoint a person as a point of contact or a person that if CVPD had questions, this would be the person contacted. Just a general reference if nothing else.

The FY12 audit is scheduled to start on Monday, January 14, 2013 with the State Auditor's office. Moore and Pribyl have been working on getting files and information updated and collected for this.

The next meeting was set for Tuesday, January 22, 2012 at 12:30 pm. Location will be at the CVPD office.

Hamilton made motion to adjourn, Ryan seconded. All in favor.