

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of April 16, 2013; at 2:30 PM

Chariton Valley Planning & Development Council Office, Centerville, Iowa

Present: Dennis Ryan, Dean Kaster, John Hamilton

Absent: Larry Davis, Bill Alley, Julie Pribyl

Guest: None

Approval of Agenda:

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

The agenda was approved unanimously as presented.

Approval of Minutes:

Hamilton made motion to approve the minutes for March 20, 2013, as presented. Ryan seconded. All in favor.

Review of Financial Reporting:

Bank statement for March was presented with a balance of \$ 33,018.45. Ryan made motion to accept the balance as presented on statement. Hamilton seconded. All in favor.

Bills/Payroll was presented for approval in the amount of \$ 15,863.22. Ryan made motion to approve bills/payroll as presented. Hamilton seconded. All in favor.

Deposits were presented in the amount of \$ 18,599.18. Ryan made motion to accept the deposits as presented. Hamilton seconded. All in favor.

Line of Credit was shown with balances of \$ 70,818.22 for note ending 0531 and \$ 0.00 for note ending 1302. Hamilton made motion to accept the update on balances. Ryan seconded. All in favor.

The board also reviewed the bank reconciliation report as presented for March 2013, along with the Profit & Loss report for July through March 2013. Ryan made motion to accept reports as presented. Hamilton seconded. All in favor.

Summary of Meeting:

New Business:

Board reviewed mortgage loan information and property acquisition paperwork for purchase of building located at 308 North 12th Street, Centerville, Iowa. This is the approved location of the office for organization. Ryan made motion to approved final purchase of building from Appanoose Community Care Services for a final purchase price of \$26,000. Hamilton seconded motion. All in favor.

Moore proceeded with the closing of the real estate as set out by First Iowa State Bank and Attorney Shannon Woods. The following documents were reviewed and discussed.

Warranty Deed – Ryan made motion to approve signature on deed. Hamilton seconded.

Groundwater Hazard Statement – Hamilton made motion to approve signature on statement. Ryan seconded.

Declaration of Value – Ryan made motion to approve signature of declaration. Hamilton seconded.

Promissory Note –Hamilton made motion to approve signature on note. Ryan seconded.

Agreement of Insurance – Ryan made motion to approve signature on agreement. Hamilton seconded.

New mortgage with First Iowa State Bank – Hamilton made motion to approve signature on the new mortgage note at bank. Ryan seconded.

Closing statement – Ryan made motion to approve and accept final closing statement. Hamilton seconded.

All motions were approved and final. Property closing was completed with signatures from board chairman Dean Kaster.

Moore gave update on the status of the IDOT cost allocation plan and reimbursements. We now have an approved cost allocation from IDOT which will allow for release of reimbursements for the planning agreement.

Moore gave a brief update on the office projects for housing, CDBG, APNC and CVTPA.

Moore presented board with an update on the release of the FY12 audit. She also went over information for the FY13 audit completion. No other agencies returned requests for proposals other than TD&T Financial. Ryan made motion to approve the use of TD&T Financial for auditing services. Hamilton seconded. All in favor.

No other board discussion or closed session needed.

The next meeting was set for Wednesday, May 22, 2013 at 12:30 pm. Location will be at the CVPD office.

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

Respectfully submitted,

Nichole L. Moore, Executive Director