

## **Chariton Valley Planning and Development Council of Governments**

Meeting Minutes of December 11, 2014; at 12:30 PM

Chariton Valley Planning & Development Council Office, Centerville, Iowa

Present: Dean Kaster, Larry Davis, John Hamilton, Dien Judge, Bill Alley, Nichole Moore, Julie Pribyl

Absent: None

Guest: None

### ***Approval of Agenda:***

Alley made motion to approve agenda, Judge seconded. All in favor

The agenda was approved unanimously as presented.

### ***Approval of Minutes:***

Judge made motion to approve October 28, 2014 minutes as presented. Davis seconded. All in favor.

Judge made motion to accept No minutes for November-no meeting. Davis seconded. All in favor.

### ***Review of Financial Reporting:***

Bank statement for October was presented with a balance of \$ 33,470.53. Davis made motion to accept the balance as presented on statement. Hamilton seconded. All in favor.

Bank statement for November was presented with a balance of \$ 30,550.12. Hamilton made motion to accept the balance as presented on statement. Davis seconded.

Bills/Payroll were presented for October for approval in the amount of \$ 14,272.27. Alley made motion to approve bills/payroll as presented. Davis seconded. All in favor.

Bill/Payroll were presented for November for approval in the amount of \$ 12,949.66. Davis made motion to approve bills/payroll as presented. Judge seconded. All in favor.

Deposits were presented for October. None

Deposits were presented for November in the amount of \$ 10,458.00. Hamilton made motion to accept the deposits as presented. Alley seconded. All in favor.

Commercial Loan ending #0531 was shown with a balance of \$ 44,859.94 as of October. Judge made motion to accept balance as presented. Alley seconded. All in favor. Commercial Loan ending in #0531 was show with a balance of \$ 44,223.95 as of November. Hamilton made motion to accept balance as presented. Davis seconded. All in favor. Other loan #1302 shown balance of \$ 0.00 as of November.

Mortgage Loan was shown with a balance of \$ 18,724.03 as of October. Davis made motion to accept balance as presented. Hamilton seconded. All in favor. Mortgage Loan was shown with a balance of \$ 18,304.82 for November. Judge made motion to accept balance as presented. Hamilton seconded. All in favor.

The board also reviewed the bank reconciliation report as presented for October and November 2014. Judge made motion to accept bank reconciliation as presented. Hamilton seconded. Davis as Vice-Chair signed off on those reports. Financial reports were presented for Balance Sheet, & P&L. Davis made motion to accept those reports for both October and November. Hamilton seconded. All in favor.

Moore requested payment on 160 hours of unused vacation time to be paid over 2 pay periods in December. Alley made motion to accept this request. Davis seconded. All in favor.

***Summary of Meeting:***

**New Business:**

Moore provided updates on projects. It was reported the CVPD submitted 4 new housing rehab applications for Centerville, Corydon, Seymour and Moulton to IEDA for funding. Also, submitted 1 sanitary sewer for Allerton to IEDA. Funding will be announced in March/April of 2015. Also, gave update on the status of the 3 hazard mitigation plans that are being updated for Appanoose, Monroe and Lucas Counties. Moore also discussed that CVPD is working with Monroe County and Seymour on USDA Rural Development grant applications. She also reported the assistance on a FEMA application for the Moravia Fire Department. Updates for the local CVTPA region on planning projects and what CVPD is working on for the transportation region. Moore gave a brief update on the APNC project and explained that the project is nearing completion and that the current contract will be completed by the end of the year.

Moore gave draft copies of the FY2014 Audit for the board to review. There were no changes requested. Moore will contract auditor to complete the audit for submission. Moore also explained that staff did not attend the NADO Transportation Conference due to office obligations.

Moore and Pribyl thanked the board for their time and dedication to CVPD and presented those directors with a small token thank you for their time. Leaving board is Dean Kaster, founding director of CVPD of 10 years and Bill Alley for his 4 years. New directors will be presented at the January meeting with election of new positions. Once new members have been identified, other general paperwork will be reviewed. Moore will work with Davis on this completion.

Counties identified a few possible projects in each county. Lucas would like information on clock restoration, Monroe continued assistance on new communications center.

No other board discussion or closed session needed.

The next meeting will be set for January at 12:30 pm. Location will be at the CVPD office. Judge made motion to adjourn, Davis seconded. All in favor.

Respectfully submitted, Nichole L. Moore, Executive Director