

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of April 22, 2015; at 12:30 PM

Chariton Valley Planning & Development Council Office, Centerville, Iowa

Present: Larry Davis, John Hamilton, Denny Amoss, Neal Smith, Nichole Moore, Julie Pribyl

Absent: Duffy Kester

Guest: None

Approval of Agenda:

Amoss made motion to approve agenda, Hamilton 2nd. All in favor

The agenda was approved unanimously as presented.

Approval of Minutes:

Hamilton made motion to approve February 19, 2015 minutes as presented. Amoss 2nd. All in favor.

No meeting in March.

Review of Financial Reporting:

Bank statement for February was presented with a balance of \$ 5,084.13. Hamilton made motion to accept the balance as presented on statement. Smith 2nd. All in favor. Bank statement for March was presented with a balance of \$ 25,349.10. Amoss made motion to accept the balance as represented on statement. Hamilton 2nd. All in favor.

Bills/Payroll were presented for February for approval in the amount of \$ 14,802.20. Hamilton made motion to approve bills/payroll as presented. Amoss 2nd. All in favor. Bills/Payroll were presented for March for approval in the amount of \$ 14,111.87. Smith made motion to approve bills/payroll as presented. Hamilton 2nd. All in favor.

Deposits were presented for March in the amount of \$ 35,845.35. Smith made motion to accept the deposits as presented. Hamilton 2nd. All in favor. No deposits for February.

Commercial Loan ending #0531 was shown with a balance of \$ 41,480.56 as of February. Hamilton made motion to accept balance as presented. Smith 2nd. All in favor. Commercial Loan ending #0531 was shown with a balance of \$ 40,760.03 for March. Amoss made motion to accept balance. Hamilton 2nd. All in favor. Other loan #1302 shown balance of \$ 0.00 as of March.

Mortgage Loan was shown with a balance of \$ 16,556.11 as of February. Hamilton made motion to accept balance as presented. Amoss 2nd. All in favor. Mortgage Loan was shown with a balance of \$ 16,106.11 for March. Amoss made motion to accept balance as presented. Hamilton 2nd. All in favor.

The board reviewed bank reconciliation for February and March. Hamilton made motion to accept both reports. Smith 2nd. All in favor. Financial reports were presented for Balance Sheet, & P&L. Hamilton made motion to accept those reports. Amoss 2nd. All in favor.

Summary of Meeting:

New Business:

Moore presented the board with project updates for CDBG projects and possible new contracts. Also reviewed what the status of the FEMA Hazard Mitigation plans were for each county. Also requested that we may need to hire a consultant in order to complete some of the mitigation work. Her suggestion was to talk with Karen Poolman since she was formally employed with Homeland Security and knows the background of the requirements. Board approved this need when the time comes.

Moore also reported that the City of Milo asked for some assistance learning about the CDBG programs and funding options for future projects. This could lead to need to a new member of the region should they request the assistance. Moore also explained that CVPD just finished training with Alloy Specialty for Asbestos & Lead concerns. Will be holding other training in August.

Other Business:

Moore informed that board that she filed a worker's comp claim for her surgery dealing carpal tunnel.

Board received information on possible EDA request for project closeout with them, as well as an update for IDOT insurance claim. Board requested that Moore contact attorneys to put together a formal request letter together for final invoice from DOT. Give them 30 days for response. Hamilton made motion to send this letter. Smith 2nd. All in favor.

Board was given evaluation forms for both Moore and Pribyl to complete and return at next meeting. This is part of the budget review information for next fiscal year.

No other board discussion or closed session needed.

The next meeting will be set for May 28th at 8:30 am. Location will be at the CVPD office. Smith made motion to adjourn, Amoss 2nd. All in favor.

Respectfully submitted, Nichole L. Moore, Executive Director