

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of June 23, 2011; 8:00 AM

Chariton Valley Planning & Development Office, Centerville, Iowa

Present: Dean Kaster, Dennis Ryan, Bill Alley, Nichole Moore, Larry Davis, Julie Pribyl

Guest: None

Absent: John Hamilton

Approval of Agenda:

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

The agenda was approved unanimously as presented.

Approval of Minutes:

Alley made motion to approve the May 18, 2011 minutes. Davis seconded. All in favor.

Review of Financial Reporting:

Current bank statement was presented with a balance of \$ 21,204.74. Outstanding bills/payroll show a balance of \$ 18,491.10, this amount will reflect the total for June 8 bills/payroll. Moore explained that the board would need to review and approve all of the bills/payroll for June 8 and June 21.

June 8 Bills/Payroll – Ryan made motion to approve bills/payroll as presented. Total amount was \$ 7,689.79. Alley seconded. All in favor.

June 21 Bills/Payroll – Alley made motion to approve bills/payroll as presented. Total was \$ 2,497.45. Ryan seconded. All in favor.

Line of Credit(s) were discussed and what options had been presented from bank for repayment. After review it was agreed to go ahead and sign the Extension Agreement for Note #7270911302 for \$35,000 and Note #7270810531 for \$ 189,706.24. They were extended until 7/31/2012 at which time Note #7270810531 will be paid down from receipts for RPA region and the balance of note will then be amortized. Interest was stated as 7.125%. This agreement was contingent on monies being paid from the RPA counties and entities. Ryan made motion to extend the agreements and pay all money coming from RPA region that was back owed towards the LOC's. Alley seconded. All in favor.

Review and approval of the Fiscal Year 2012 Budget. Davis made motion to approve the FY2012 Budget as presented. Ryan seconded. All in favor. It was asked to send a copy of the approved budget to Joe Crall at the First Iowa State Bank for their records, along with meeting minutes.

Summary of Meeting:

Other New Business:

Need to update EDA with new office location address and contact information. Email Laura Stein this information.

Employee Handbook was reviewed and discussed. Ryan made motion to approve Employee Handbook as presented. Alley seconded. All in favor.

10-15 Transit Agency in Ottumwa was discussed. 10-15 is experiencing difficulty with the administrative agent and IDOT. It was discussed with Moore and Pribyl of the availability & cooperation of CVPD to assume those responsibilities as administrator. Moore explained that other COGS housing transit and that she would gather additional information from those areas. The board agreed to keep the option open and to see what we (CVPD) could do. Moore explained that she and Pribyl will continue to attend the 10-15 Transit meetings and assist in whatever capacity we could.

Next meeting was set for Wednesday, August 3, 2011 @ 1:00 p.m. Location will be in Wayne County. No specific location set yet.

Davis made motion to adjourn, Alley seconded. All in favor.