

Chariton Valley Planning and Development Council of Governments

Meeting Minutes of October 12, 2011; at 1:00 PM

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

Guest: None

Absent: Billy Alley

Approval of Agenda:

Davis 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 September 14, 2011. Ryan seconded. All in favor.

Review of Financial Reporting:

Bank statement for September was presented with a balance of \$ 84,651.49.

Bills/Payroll was presented for approval in the amount of \$ 10,026.00. Ryan made motion to approve bills/payroll as presented. Davis seconded. All in favor.

Deposits were presented in the amount of \$ 56,571.65. Ryan made motion to accept the deposits as presented. Davis seconded. All in favor.

Line of Credit(s): The current line of credit balances were presented:

Note ending with 0531 – balance shows \$148,238.66

Note ending with 1302 – balance shows \$ 25,676.18

It was explained that all money coming from the past match commitment payment from the CVTPA region was going towards paying down the line. It was recommended that Nichole go ahead and pay down the note ending with 1302, but leave enough to keep open. Also, to go ahead and make a payment towards the note ending 0531. Nichole will make payments and have a new balance for next meeting.

Summary of Meeting:

Projects/Updates: Pribyl stated that she had received notification that the Monroe Co. HMGP had been approved on September 30, 2011. She just needed to get the communities to approve and this will complete Monroe Co.'s plan.

Moore explained that the housing rehabilitation projects for Chariton and Russell would be starting on October 13 and that she and Julie will need to make visits to the project sites for this. She also explained that they had installed the new marketing signs at each homeowner address.

Moore had also started the process with 415 Design & Decal to re-do and redesign the CVPD website. Explained that it was severely outdated and not working like it needs to. Ryan mentioned that we might need to see about having certain areas with bi-lingual language. Moore will check with the designer.

Other New Business:

Moore gave a brief update on the audit. Explained that they still needed information and that once they get everything the report will be completed. It is almost done. Also, explained that there was a meeting with the auditor to review a few areas.

Employee Evaluations were completed on both Nichole Moore and Julie Pribyl. Now that this has been completed, it was asked to put on the next agenda and item to review performances and discuss pay changes. Also, include a closed session.

Next meeting was set for Wednesday, November 9, 2011 @ 12:00 p.m. Location will be at a location in Lucas County.

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