

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

Meeting Minutes of December 14, 2011; at 2:00 PM

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

Absent: Bill Alley, John Hamilton

Guest: Dale Taylor

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

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

The agenda was approved unanimously as presented.

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

Ryan made motion to approve the minutes for November 9, 2011, as present to meeting. Davis seconded. All in favor.

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

Bank statement for November was presented with a balance of \$ 28,827.02. Ryan made motion to accept the balance as presented on statement. Davis seconded. All in favor.

Bills/Payroll was presented for approval in the amount of \$ 8,839.27. Ryan made motion to approve bills/payroll as presented. Davis seconded. All in favor.

Deposits were presented in the amount of \$ 14,230.00. Ryan made motion to accept the deposits as presented. Davis seconded. All in favor.

## ***Summary of Meeting:***

Projects/Updates:

The Monroe Co. HMGP, Appanoose Co. HMGP, Wayne Co. HMGP and Lucas Co. HMGP were discussed. Monroe Co. has the planned approved and working on project closeout. Appanoose Co. plan is approved and communities are working on resolutions. Project closeout process will start. Lucas Co. plan is at the state level/federal level for review. Wayne Co. draft is still being prepared.

Housing Rehabilitation projects in Chariton and Russell are starting to work on closing out. Board was given some pictures of the before and after of the houses. Moore explained that the project has been successful and is very pleased with the results right now. Seymour is waiting on the publication for release of funding and the next steps on the process.

Moore explained that the City of Seymour and City of Centerville cancelled contracts with CVPD for the preparation of the CDBG applications that were due in January. Both cities stated financial concerns for not being able to move forward.

Moore presented a copy of the letter that was forwarded to the City of Ottumwa for the 10-15 Transit match commitment. No response from the city on this. SIT mailed check for both past and current match commitment. The past amount was applied to the LOC at the bank. This should reflect on the December financials. Dale Taylor – chairman for 10-15 Transit sat in on meeting and discussed the history and asked questions regarding this.

ADLM has contacted Moore to discuss future work on grants preparation for the Northshore project that involves Appanoose, Monroe and possible Lucas Counties. She will talk with Donnie more and get on the agendas for the BOS when time is right.

#### Other New Business:

Moore gave a brief update on the audit. She explained that the state auditor was finalizing the reports and that there may still be a need for additional information. Board discussed the use of another accounting firm once the audit is complete. Audit will set a baseline for what we need to do.

Discussion on employee payroll and leave. Board reviewed the information about what CRI had done with the current salary amounts. Their decision was to leave Julie at the current salary of \$ 36,333.44 and adjust Nichole to \$ 37,833.44. The difference was the same as discussed and approved before. Ryan made motion to make the change. Davis seconded. All in favor.

Next meeting was set for January 18, 2012 @ 2:00p.m. or following the ADLM meeting. Location is set for ADLM Building, Moravia, Iowa.

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