

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

FINANCE AND PERSONNEL COMMITTEE

**June 19, 2014
NIRPC Offices
Portage, Indiana**

Members Present

Jim Ton
Blair Milo
Diane Noll

Staff and Others Present

Ty Warner
David Hollenbeck
Angie Hayes
Kelly Wenger

Members Absent

Nancy Adams
Roosevelt Allen, Jr
Anthony Copeland
Jeff Dekker
Rich Mrozinski
David Uran

Call to Order

The meeting was called to order at 8:12 a.m. by Jim Ton.

Approval of Minutes

Upon a motion by Diane Noll, seconded by Jim Ton, the Committee approved the minutes of the May 15, 2014 meeting.

Review of Financial Status

Angie Hayes presented the financial report. At this time there are no cash issues to report. She informed the Committee that the State Board of Accounts 2013 audit has been completed with no audit findings. The Comprehensive Annual Financial Report will be submitted to the Government Finance Officers Association this week and mailed to Commissioners in two weeks. The Budget to Actual with Cash Variance and General Fund Expenditure reports were presented to the Committee. The total expenditures of the period ending May 31, 2014 are at 32.69%.

Approval of Claims Register

Kelly Wenger presented the claims register to the Committee for approval. Upon a motion by Diane Noll, seconded by Jim Ton, the Committee approved the claims register.

Contract Amendment

Jim Ton presented the contract amendment for Conservation Design Forum. The amendment is only to extend the completion date of the contract with no financial changes. Upon a motion by Diane Noll, seconded by Jim Ton, the Committee approved the contract amendment for recommendation to the Executive Board.

Building Improvement Status

Angie Hayes informed the Committee that Comcast has started work on the internet network but no completion date was available. It is anticipated that the final build out construction plans will be sent down state soon in order to obtain permits. At this time, the construction time line it is not available.

Other Business

Attorney Hollenbeck informed the Committee that he is working with staff on the settlement deliverables as agreed upon with Everybody Counts. The public meeting to solicit public comments regarding public transportation will take place at Wicker Park on October 29th. Attorney Hollenbeck also informed the committee that a letter was sent to the Attorney General's Office in response to a newspaper article stating that Everybody Counts has requested a review of the Public Mass Transit Funds by the State Attorney General's Office. The letter to the Attorney General's Office stated that NIRPC is fully willing to cooperate assist the Attorney General's Office with any inquiry concerning this matter. As of this meeting, staff nor Attorney Hollenbeck had received a copy of the letter mentioned in the newspapers.

Angie Hayes mentioned to the committee that PERF is changing the retirement benefits as of October 1, 2014. Angie will work on putting together some figures for the committee to review regarding another offer of early retirement for staff who qualify and may wish to retire prior to the PERF changes.

Adjournment

There being no further business, the meeting adjourned at 8:55 a.m.