

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

LEADERSHIP COMMITTEE

November 12, 2024 / NIRPC Dune Room – 8:30 a.m.

Members present

Bob Carnahan, Denise Ebert, Edward Morales, Gerald Swets, Wendy Mis

Staff and others present

George Topoll, Talaya Jones, Meredith Stilwell

Call to Order and Pledge of Allegiance

Wendy Mis called the meeting to order at 8:34 a.m.

Approval of Minutes

Minutes of the October 15, 2024, Leadership Committee meeting were presented. On a motion by Bob Carnahan, second by Gerald Swets, and with no opposition, the minutes were approved.

Review of Financial Status – September 2024 Budget vs Actual

Talaya Jones presented the September 2024 bank reconciliations for the NIRPC general account, the CARES Revolving Loan Fund account, the La Porte Revolving Loan Fund account, and the Marquette Greenway account.

Talaya presented the general fund financial reports, year to date, September 2024, mentioning that the Marquette Greenway project is coming along slowly and claims for project management have just started to be paid out. Total expenditures for the period ending September 30, 2024, were \$6,157,542 of the \$17,774,554 budgeted.

Total general fund revenue for the period was \$1,915,600 of the \$4,333,880 budgeted. It was mentioned that the Marquette Greenway project has not yet been expended and reimbursements are received quarterly. Next year's county appropriations increase was also noted.

Talaya presented the Coronavirus Aid, Relief and Economic Securities (CARES) Act financial reports, year to date, September 2024. Total NIRPC CARES fund expenditures for the period ending September 30, 2024, was \$60,519 of the \$644,000 budgeted. Total CARES revenue collected for the period was \$64,728 of the \$78,000 budgeted.

Approval of Claims Registers – September 2024

Talaya presented the September 2024 General Fund claims totaling \$545,425.09 to the Committee. On a motion by Bob Carnahan, second by Edward Morales, and with no opposition, the General Fund register of claims for \$545,425.09 was approved.

Talaya presented the September 2024 CARES claims totaling \$1,373.95 to the Committee for approval. Talaya noted that NIRPC that there is maybe about \$500k left out of \$7m in this fund. On a motion by Bob Carnahan, second by Denise Ebert, and no opposition, the CARES register of claims for \$1,373.95 was approved.

Drive Clean Indiana Contract

Talaya presented the contract between NIRPC and Drive Clean Indiana for Air Quality Education. The contract is for \$450K with \$360k federal funding, with Drive Clean Indiana providing the local share. The contract runs from July 1, 2024 through December 31, 2025. The contract was late coming to the Committee and is retroactive to July because that's when NIRPC receives state planning funds. The contract has been reviewed by Attorney Hollenbeck. On a motion by Bob Carnahan, second by Edward Morales, and with no opposition, the contract was favorably recommended to the NIRPC Executive Board for approval.

NIRPC Resolution 24-14: FY 2025 Budget

Talaya presented Resolution 24-14 and the 2025 NIRPC budget for a favorable recommendation to the NIRPC Full Commission for approval. The budget had not changed from the preliminary budget presentation at the October 15 meeting. Discussion was held regarding the insurance renewal rate NIRPC received for 2025. The increase was very large, and other options were investigated by NIRPC's insurance brokerage firm. Some numbers had just been received on the Friday before this Committee meeting on Tuesday. Since the numbers had time to be adjusted and therefore the salary component of the Executive Director's contract was unable to be completed, Chairwoman Mis tabled the budget and Executive Director contract portions of the agenda. Having a December meeting directly before the Full Commission meeting on December 5, 2024 was discussed, during which the budget and contract could be addressed. Bob Carnahan's questions regarding the budget were answered.

Personnel updates

None.

Other Business

Drive Clean Indiana React meeting regarding alternate fuels is being held November 19 and 20.

Adjournment

There being no further business, the meeting was adjourned.