

NORTHWESTERN INDIANA REGIONAL PLANNING
COMMISSION FINANCE AND PERSONNEL COMMITTEE
January 18, 2024 / NIRPC Dune Room – 8:00 a.m.

Members present

Bob Carnahan, Don Craft, Tom Dermody, George Topoll

Staff and others present

Ty Warner, Talaya Jones, Darin Sherman, Lisa Todd, Charles, Bradsky, Meredith Stilwell, David Hollenbeck

Call to Order and Pledge of Allegiance

In Chairperson Mis's absence, Commission called the meeting to order at 8:05 a.m.

Approval of Minutes

Quorum was reached and the minutes of the December 7, 2023 meeting were presented. On motion by Don Clark, second by George Topoll and no opposition, the minutes were approved.

Review of Financial Status – November 2023 Budget vs Actual

Talaya Jones presented the November 2023 bank reconciliations for the NIRPC general account, the CARES Revolving Loan Fund account, and the Revolving Loan Fund Account.

Talaya presented the November 2023 general fund financial reports. Total expenditures for the period ending November 30, 2023, were \$5,815,983 of the \$16,169,219 budgeted. Finally received the 2023 utility invoices from the City of Portage for January through October. Talaya noted that the NIPSCO October bill is still needed. Total general fund revenue for the period was \$1,975,079 of the \$4,434,925 budgeted.

Talaya presented the Coronavirus Aid, Relief and Economic Securities (CARES) Act financial reports, year to date November 2023. Total NIRPC CARES fund expenditures for the period ending November 30, 2023, was \$23,714 of the \$162,250 budgeted. Total CARES revenue collected for the period was \$23,896 of the \$150,368 budgeted.

Approval of Claims Registers – November 2023

Talaya presented the November 2023 General Fund claims register totaling \$926,243.53 to the Committee for approval. On motion by Bob Carnahan, second by George Topoll and no opposition, the General Fund register of claims in the amount of \$926,243.53 was approved.

Marquette Greenway Contract

Charles Bradsky presented the Marquette Greenway contract to the Committee for recommendation for approval to the NIRPC Executive Board. Charles explained that an update to the contract in the meeting packets was received from INDOT the night before the meeting. The updated contract now reflects their template and scope and the financial portion reduced. Due to receiving it so late, Attorney Hollenbeck had not yet had time to review the contract, but Procurement Manager Lisa Todd informed the Committee that the facts of the contract are the same. This contract serves to engage engineering firm, Butler, Fairman and Seufert, Inc. to provide project management services for the design portion of the Gary and Portage sections of the Marquette Greenway and project development services for Michigan City and New Buffalo Township sections of the Marquette Greenway. On motion by George Topoll, second by Don Craft and no opposition, contingent on approval by NIRPC legal counsel and final approval by Federal Highway and INDOT, the Committee recommended the Marquette Greenway Contract to the NIRPC Executive Board for approval.

NIRPC Building Lease

Given the lease could not be tied up by December 31st, it was decided to allow a 30-day extension. It was noted that the City of Portage is now under new administration, and they needed to get up to speed on the lease issues. One of the large impediments was the request by NIRPC for a comprehensive mold analysis, which has now been settled. The condition of the parking lot was addressed, and it was also requested to include the common area upkeep in the lease. On motion by George Topoll, second by

Justin Kiel, and no opposition, it was recommended to ask the NIRPC Board for approval to delegate Ty and Dave the authority until the end of the month to wrap up and sign the lease.

Personnel updates

None

Other Business

George Topoll relayed that Porter County Aging and Community Services reached out to him regarding the issues of getting buses. Lisa Todd explained that improvement is being seen, but prices have doubled and therefore local share would be doubled.

Ty presented the Committee with handouts regarding the attempt to increase local share from the Counties. House Bill No. 1251, based on NIRPC Resolution 23-16 approved in December and which would allow for the increase, has been filed in the Ways and Means Committee by Representative Hal Slager. As previously mentioned, Representative Slager wants to know whether the Counties are on board with the increase. The Bill needs to move out of Ways and Means by January 24 and while La Porte County has already given support, there have been challenges with the timing of Lake and Porter County meetings. Help is needed from the Commissioners to reach out to their fellow elected officials. Mayor Dermody stressed that you need to get attention by showing what are the losses to the communities if the bill does not pass. Commissioner Kiel suggested putting together a template letter to give to the mayors that they could send to their councils to sign. He also suggested convening a committee of all the counties and having people ready to go to Indianapolis to speak on the Bill.

The next Finance & Personnel Committee meeting is scheduled for February 15, 2024.

Adjournment

There being no further business, the meeting was adjourned at 8:57 a.m.