

NORTHWESTERN INDIANA REGIONAL PLANNING  
COMMISSION FINANCE AND PERSONNEL COMMITTEE  
May 20, 2021 / Google Meet Virtual Meeting – 8:00 a.m.

Members Present

Greg Stinson, Richard Hardaway, Bob Carnahan, Justin Kiel, George Topoll

Staff and Others Present

Ty Warner, Talaya Jones, Kathy Luther, Lisa Todd, Stephanie Kuziela, Meredith Stilwell, Denarie Kane, David Hollenbeck, Wendy Mis

Call to Order

Chairman Stinson called the meeting to order.

Approval of Minutes

The minutes of the April 15, 2021 meeting were presented. Bob Carnahan made motion and Richard Hardaway seconded to approve the minutes. A roll call vote was taken with Bob Carnahan, Justin Kiel, and Greg Stinson voting in the affirmative motion passed 3-0.

Review of Financial Status – April 2021 Budget vs Actual

Talaya Jones presented the April 2021 bank reconciliations for the NIRPC general account and the Revolving Loan Fund (RLF) account.

Talaya Jones presented the April 2021 general fund financial reports. Total expenditures for the period ending April 30, 2021 were \$1,126,522 of the \$11,981,765 budgeted. Total general fund revenue for the period was \$433,843 of the \$3,574,659 budgeted.

Talaya presented the Coronavirus Aid, Relief and Economic Securities (CARES) Act financial reports, year to date April 2021. Total NIRPC CARES fund expenditures for the period ending April 30, 2021 were \$130,845 of the \$1,034,233 budgeted, with total CARES expenditures at \$1,205,187 of the \$4,717,013 budgeted. Total CARES revenue collected for the period is \$1,285,928 of the \$4,307,009 budgeted.

Approval of Claims Registers – April 2021

Talaya presented the April 2021 General Fund claims register totaling \$189,242.39 to the Committee for approval. Commission Carnahan asked for explanation for a payment to a consulting firm for the Lake County Restoration project. Bob Carnahan made motion and Justin Kiel seconded to approve the April 2021 General Fund claims register. A roll call vote was taken with Bob Carnahan, Justin Kiel, Greg Stinson and George Topoll voting in the affirmative, motion passed 4-0. The CARES Act expenditures register of claims totaling \$37,035.52 was then presented for approval. Bob Carnahan made motion and Justin Kiel seconded to approve the April 2021 CARES Act claims register. A roll call vote was taken with Bob Carnahan, Richard Hardaway, Justin Kiel, Greg Stinson and George Topoll voting in the affirmative, motion passed 5-0.

Resolution 21-13 – Establishing a Policy for Electronic Fund Transfers and Online Banking

Talaya presented Resolution 21-13 to the Committee. The resolution allows for NIRPC to authorize Automatic Clearing House (ACH) and Electronic Funds Transfers (EFT) for payments and deposits. Justin Kiel made motion and Richard Hardaway seconded to forward the resolution to the Commission with a favorable recommendation. A roll call vote was taken with Bob Carnahan, Richard Hardaway, Justin Kiel, Greg Stinson and George Topoll voting in the affirmative, motion passed 5-0

Personnel updates

Meredith Stilwell reported that NIRPC is in the process of filling the current job opening and interviews were held with Director of Transportation applicants.

Other Business

None

Adjournment

There being no further business, the meeting was adjourned.