

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

FINANCE AND PERSONNEL COMMITTEE

September 15, 2016
Radisson at Star Plaza, Ellington Room
Merrillville, Indiana

Members Present

Robert Carnahan
Dave Decker
Richard Hardaway
Diane Noll - Chair
Dave Shafer
Greg Stinson

Staff and Others Present

Ty Warner
Angie Hayes
Kelly Wenger
George Topoll

Members Absent

Christine Cid
Anthony Copeland
Ron Meer

Call to Order

The meeting was called to order at 8:00 a.m. by Diane Noll.

Approval of Minutes

Upon a motion by Dave Shafer, seconded by Greg Stinson (the Hat), the Committee approved the minutes of the July 21, 2016 meeting.

Review of Financial Status

Angie Hayes presented the financial report. At this time there are no cash issues to report. The Budget to Actual reports were presented to the Committee. The total expenditures of the General Fund for the period ending August 31, 2016 are at 55.05%. The CAFR has been completed and is now available for viewing on the NIRPC website. The draft budget will be presented at the October meeting.

Approval of Claims Register

Kelly Wenger presented the claims register to the Committee for approval. Upon a motion by Robert Carnahan, seconded by Richard Hardaway, the Committee approved the claims register.

SRF Consulting Group Inc. Contract Amendment

Diane Noll presented two contract amendments with SRF for the Transit Feasibility Study work being completed for the City of Hobart and the City of Portage. These are only date extensions, no additional money is being added to the contracts. Upon a motion by Dave Decker, seconded by Dave Shafer, the Committee approved the contract amendments.

Procurement Recommendation

Diane Noll presented procurement recommendation 16-21 for the procurement of the administration of an Air Quality Public Knowledge and Perception Survey. Upon a motion by Dave Decker, seconded by Richard Hardaway, the Committee recommended the procurement for approval by the Executive Board.

2016 Budget Amendments

Diane Noll presented budget amendment six to the committee which adds new revenue and contractual expenses for the I65/Route 30 Planning Study, and amendment seven which adds new revenue and contractual expenses for the Indiana Trails Study. Upon a motion by Dave Decker, seconded by Robert Carnahan, the Committee recommended the budget amendments for approval by the Executive Board.

Diane Noll presented budget amendment eight to the committee which transfers \$1,700 from the Environmental contractual expenses into the Environmental programs communication expenses. Upon a motion by Robert Carnahan, seconded by Dave Schafer, the Committee recommended the budget amendment for approval by the Executive Board.

I-65 and U.S. 30 Planning Study Agreement

Diane Noll presented the agreement with Ratio Architects, Inc. for consulting services on the I-65 and U.S. 30 Safety Planning Project. Upon a motion by Dave Shafer, seconded by Dave Decker, the Committee recommended the agreement for approval by the Executive Board.

Indiana Trails Study Agreement

Diane Noll presented the agreement with the Trustees of Indiana University for the Indiana Trail Study. Upon a motion by Greg Stinson, seconded by Dave Shafer, the Committee recommended the agreement for approval by the Executive Board.

Other Business

Diane Noll brought up the fact that Tyson Warner's contract is up for renewal at the end of 2016. An executive session was set for October 20th at 8:00 am prior to the Finance and Personnel meeting to discuss Mr. Warner's contract.

Adjournment

There being no further business, the meeting adjourned at 8:28 a.m.