

TWO RIVERS REGIONAL COUNCIL

GOVERNING BOARD

MEETING MINUTES

JULY 14, 2016

Location: Pittsfield Chamber Office/Community Center
244 West Washington St.
Pittsfield, IL

Board Members Present:

Kaye Iftner
Michael Boren
Carri Martin
Ryan Niekamp

John Heidbreder
Peggy Perry
Rodger Hannel
Rebecca Weed

Board Members Absent:

Jed Parn
Max McClelland

Theresa Bockhold
Sandra Valentine

Others Present:

Mike McLaughlin

Howard Kirchner

Kaye Iftner called the meeting to order at 6:40 p.m., and asked for all present to recite the Pledge of Allegiance. Roll call was taken by Howard Kirchner and a quorum was declared.

The board minutes for April 14, 2016, were reviewed. Ryan Niekamp moved to approve the minutes; Rebecca Weed seconded and the minutes were approved on a voice vote.

Executive Director's Report: Mike had a two page list of his recent activities here are some of the highlights of his report

- New budget has funding restored for twelve months; the funds have not arrived but are promised.
- Emergency Food and Shelter was not funded.
- Charles Bell just returned from Washington for a meeting on the Port Authority.
- Auditors and Monitors have been at TRRC in the last month.
- Summer hours are in effect through August. There will be a PIP program in LIHEAP this year.
- Eze Emeka left TRRC and has not been replaced at this point.

Mike reported he and Becky accompanied a Weatherization Monitor to several homes. Some of the final inspections are lacking but everyone is working to get everything up to date. Becky Pruden has been appointed to oversee the Weatherization Program. Ryan Niekamp asked for an overview of all audits. Mike said there was a complaint from a Weatherization customer but that complaint was found to have no merit. Michael Boren asked about the status of the Port. Mike said they had not been successful with the grant but were moving ahead.

Ryan Niekamp moved to accept the Executive Director's Report, Rebecca Weed seconded and the motion carried.

Fiscal Report: Mike gave the report, a cash balance report. There was an EDA conference call today and they praised Lisa for getting the reports in on a timely basis. John Heidbreder said the fiscal report was just what he had requested; he would like to have an accruals column added. He said the department reports covered their programs. TRRC has gone from 27 to 12 employees in the past 18 months.

John Heidbreder moved to accept the fiscal report; Ryan Niekamp seconded, the fiscal report was approved.

Community Services: Mike reported that with Becky gone and limited activity in LIHEAP and CSBG there was no community services report.

Workforce Report: Howard reported that WIOA is not enrolling any Adult, Dislocated Worker, or In School Youth at this time. There will be some additional enrollments in August. WIOA is enrolling Out of School Youth. SNAP and TANF are continuing to enroll customers. The EPIC program is up and running, money had been ordered and should be received. Workforce is working with affected employees at Trinity Container, they were recently approved for TAARA services. TAARA is the only entitlement program in our department. The Job Club still operates on Wednesday afternoon. Workforce budgets are compared to last year, this will be the first year for TAARA funds in several years. First meeting scheduled for July 26; there are public service announcements to recruit. SNAP is slightly less than last year, TANF has increased substantially due to good performance. Rental Housing received \$18,000 for administrative funds. IDES will start requiring all new claims to have a resume on Illinois JobLink in order to receive benefits.

Community Development/Revolving Loans: In the absence of Charles Bell, Mike said there was a delinquent and modified report in the packet. John Heidbreder mentioned that the report changes very little from month to month. He also asked if they can sell those loans and to let Charles know it was a point of discussion. Revolving loan committee did meet last week; they are not receiving applications for loans due to low interest at commercial lenders. John asked if someone could loan funds to TRRC to rehab building in Mt. Sterling, Mike said we are not legally able to do that.

Weatherization: No Report.

John Heidbreder moved to accept reports, Ryan Niekamp seconded, motion carried.

Personnel Report – No Report

Finance/Building Report – With the amount of square feet in the Casey's building TRRC should be able to have ample space. There are some requirements with plumbing in the building that may affect the layout of the new space.

Carri Martin moved to approve the report, Rodger Hannel seconded, motion carried.

Old Business: Mike said the health insurance plan for needs a verbal approval from the committee, the medical plan is identical to last year with a 10% premium increase to employees.

Ryan Niekamp moved to accept, Rebecca Weed seconded, motion carried.

New Business: Mike presented the prevailing wage resolution for the counties. It does not affect Two Rivers because we use contractors.

John Heidbreder moved to approve the resolution, Ryan Niekamp seconded, motion carried with 6 yes and 2 no votes.

The first EDA Resolution was for the board to certify the Revolving Loan Fund Plan and part of the EDA Revolving Loan Fund Grant.

Carri Martin moved to approve the resolution, Ryan Niekamp seconded, motion carried

The second EDA Resolution documented TRRC board approval to submit an application for an EDA Planning Assistance Grant.

Rodger Hannel moved to approve the resolution, Carri Martin seconded, motion carried.

Mike stated that auditors are looking at payroll on more of an accrual basis. Mike asked the board for approval to return to bi-monthly payroll beginning October 1, 2016.

Carri Martin moved to approve the new payroll schedule, Rodger Hannel seconded, motion carried.

Mike said that he would continue with personnel committee meetings. QMG is still interested in the building; they will have an appraisal done and share it with TRRC; QMG did ask for confidentiality. The last appraisal on the building was in 2003 and the appraised value was \$1.7M.

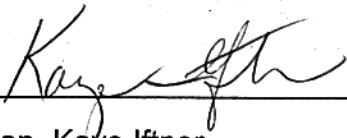
No other business.

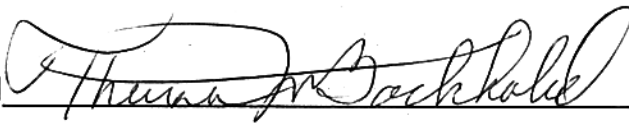
No public input.

No executive session was needed.

Carri Martin moved to adjourn, Rebecca Weed seconded, meeting adjourned at 7:45 p.m.

Respectfully submitted by Howard Kirchner

Signed  10/13/16
Chairman, Kaye Iftner date

Signed  10/16/16
Secretary / Treasurer date