

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Drury, Hinrichsen, Kingdon, Phelan, Proehl, Smith, Sundell)
Monday, June 18, 2018
5:30 p.m.

1. Call to Order
Chairman Van Winkle called the meeting to order at 5:30 p.m.
2. Roll Call
Present: Van Winkle, Crawford, Hinrichsen, and Sundell. Phelan arrived at 5:40 p.m. Absent: Drury, Kingdon, Proehl, and Smith.
3. Public Input-none
4. Approval of Minutes May 21, 2018
Sundell moved to approve the May 21, 2018 minutes and Crawford seconded. Motion carried.
Phelan asked Miller about orientation meetings with new Commissioners. Miller replied he has a couple yet to do.
5. Executive Director Report
Miller reported on the following:
 - FY18 budget monitoring is still being done. Will zeroes out balance with IDOT by June 30th. We have 2 grants 1 from Federal PL funds and the other from IDOT State grants. As MPO it is sometimes difficult to spend all monies within 12 month timeframe.
 - FY19 budget will hopefully be approved at the Commission this month
 - PLBA has major activities this month. We will have an Open House at the Gateway building on the 26th of this month to present our plan.
 - Beneficial Use material is being continued with stakeholders. Lees is going to site visits of maybe a Pilot Program for dredging material.
 - Crawford thanked the TCRPC staff for the beneficial project management skills.
 - Miller reported that all information has been submitted to IDOT for projects; Expended road maintenance; Orthophotography, and Beneficial use of dredging materials. 90% of the projects will be accepted.
 - Has met with hrFit a consultant to do a survey on our salary increases.
6. Recommendation to Commission FY19 Final Draft Budget
Miller said we have a healthy budget and that it is down from last years. May fill a place for another planner within the next year since work load is picking up. Will complete LRTP which will require extra staff which will be beneficial. We are also working on grant opportunities and hoping to submit grant requests of \$30,000 for more revenue.
Sundell moved to recommend to Commission FY19 Final Draft Budget and Hinrichsen seconded. Motion carried.
7. Review of June 28, 2018 Commission Agenda – ok

8. Other

Crawford wanted to discuss (2) items:

(1)

- Created a performance review for Executive Director. Will send to Ms. Ulrich to snail mail out to the Executive Board to fill out and send back to her. She will then send to Crawford to complete the voting process for results.
- Van Winkle asked if this should be opened to the Full Commission for the review and Hinrichsen replied that it is the Executive Board's responsibility for his position and should be limited to just this committee. It will also be sent to the Chairman of PPUATS Policy for his review and evaluation. Van Winkle also wants the Executive Director to give feedback on his evaluation for the consideration for the Executive Board.

(2)

- Crawford was disappointed of actions of a member of the Commission. He said he apologized for the mistakes done on the appointments of committees and tabled until next meeting. He then explained what happened between the member of the Commission and himself. He said he felt threatened and wants to amend the bylaws if this ever occurs again.

9. Executive Session

10. Any action as a result of Executive Session

11. Adjournment

Hinrichsen moved to adjourn at 7:00 pm and Phelan seconded. Motion carried.

Submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich