

MEETING MINUTE FRIENDS of the PANHANDLE PATHWAY Inc.

Board of Directors, Officers:

John Bawcum, President
Ron Simshauser, Vice President
Mike O'Connor, Treasurer
Tom Anspach, Secretary

Meeting Date: Tuesday 10/27/09 eve

Location: Town Municipal Building (PCCDC)

Attendees

Rex Allman (Winamac); Carl Anspach (Winamac); Tom Anspach (Winamac); John Bawcum (Winamac); Michelle Blevins (Winamac); Kathy Kegarise (Kewanna); Mike O'Conner (Winamac); Dale Richardson (Star City); Ron Simshauser (Winamac); Larry Spiewak (Monterey); Nancy Spiewak (Monterey); Raye Anne Absher (Wiamac).

Called to Order-

- o Meeting called to order at about 6:30PM by John Bawcum President.

Regular Business

Previous minutes-

- o Approved: With comments: Publicity discussion resulted in the general thinking to prepare a 'note' for media distribution thanking everyone for their help and support through-out the year.

Treasurer's/Budget report-

- o Summary of October Treasurer report. *(rounded to \$, verbal adjustments not included)*

	Community	1st National	Alliance	1st Fed	Checking	Community Foundation	Loan	Total
End Balance	\$0	\$168,659	\$50,931	\$188,194	\$23,025	\$2,500	\$24,200	\$409,109
Rate		2.02%	.75%	2.02%				
Date	30-Sep	30-Sep	30-Sep	30-Sep	30-Sep	22 Oct	30-Sep	

- o RTP expenditure summary shows exceeding \$150K. Need to resolve discrepancy with Estimated Cost At Completion predictions.

Old Business

Action Items from Last Meeting

- o Ask Dawn Kroh about handling any reimburseable cash flow issues which may arise with ARRA (carried forward)
- o Contact Bob & Cathy Shepard re: use of their land (to get to Depot). (John B). Complete. See Land Acq below.

Operations Committee (Name?) –

[Safety, Maintenance and Management- (includes insurance coordination of safety patrol and safety plans and development of a maintenance plan and budget)]

- o Discussion of gearing up and ID'ing a 'Maintenance Committee' resulted in no clear cut direction. The previously prepared (1 year ago) Maintenance Plan is on the web site for implementation, review and comment.
- o County NMV ordnance will be discussed at the next Land Acq Committee meeting.
- o Any county Ordinance should be aware of the fact that the Erie Trail, which is in both Starke County and Pulaski County, will have horses.

Public Relations Committee & Planning and Fundraising Relations (Vicki Byrd)

[All publicity and promotion activities (may include press releases, web site, trail brochure and map, t-shirt/hat sales, booth at fairs and festivals etc)].[Obtain funding – private and public for current and future trail projects (application for and administration of grants coordination with project sponsor/funders. and solicitation of private gifts, memberships] –

- o Wendy Rose (Community Foundation) & Dan Doelzal (Development Commission) attended the last fundraising meetng. The "Growing Fund (GF)" was discussed. \$1,000 initial investment, must grow to \$3K in 3 years, toward our goal of \$500K. Ground rule that 20% of donations should go to the GF and 80% to operating expenses (ratio subject to change dependant on conditions).
- o Discussion of a writing a monthly article regarding the pathway status, plans, etc. for media dissemination to the public was disussed.
- o The above discussion resulted in the following motion: Goal of monthly article is: Safety, Health, Motivate, Information, Flora & Fauna, Written by varying Authors, starting with Rex A., Reviewed by Raye Anne A (and

others as deemed appropriate), who will submit it to the media. 'Panhandle Pat' will be the author synonym. Motion was made, seconded, and passed.

- The Trail map and enclosure on the trail head bench structures is 'temporary'. Other enclosures were discussed briefly.

Land Acquisition Committee – (Name?)

[Acquisition of all property for trail trailheads etc. includes review of documents one-on-one discussions with property owners preparation of deed title work etc. assuring title is properly transferred etc.]

- The Shepard's want to meet with the FoPP regarding path to Depot.

Construction Committee – (Ron Simshauser)

[Coordination of construction activities and approval of requests from contractors for payment (this includes working with the segment coordinators as needed to make sure everyone is clear on the scope of construction)]

- RTP
 - Thanks to everyone for helping with this section of the Pathway Construction.
 - Construction of this section of the Panhandle Pathway is COMPLETE.
 - The invoice from All Season, expected end of October, is the only outstanding bill remaining.
 - By end of month all information will be available for RTP close out.
 - DNR walk through inspection was completed during the Ribbon Cutting Ceremony attendance. Resulting in DNR approving and complimenting on the construction.
 - The only major deviation to the Construction Plan was the bridge railing design.
 - An 'As Built' summary and a CD of trail completion and construction photo's was prepared for submission with the Close Out package.
 - The 'Certificate of Completion' will be submitted with the close out package.
 - The following summary of RTP volunteer work was discussed:
 - Volunteer submission entries: 145
 - Volunteer hours: 464.9
 - Volunteer 'helper' hours: 48.25
 - Volunteer labor \$: \$7,382 (unskilled volunteer labor at \$10/hr)
 - In Kind Material: \$705 (need to add Vulkan, Big Dig, and Rhodes to this)
 - Total Volunteer \$: \$8,087
- STATE
 - State (south section) clearing is complete
 - State (south section) ARRA engineering is nearly complete.
 - State (North Land acq) has not been initiated.
- ARRA (South Section Construction)
 - Armstrong & Assoc Inc, South Bend has been selected for Construction Inspector negotiation.
 - Next is cost and task negotiating of the INDOT Consulting Contract with Armstrong
 - "Letting" for Construction contractor bidding is expected very shortly.
 - ARRA Construction Inspection invoices are paid by LPA (that's us) and reimbursed by INDOT

New Business

- Volunteer Application's and \$20, were received from Dale & Blanche Richardson (#009), & .Larry Kreighbaum (# 010). As previsoulsy groundruled these cover the remainder of 2009 and the year 2010.

Meeting & Events

- PubCom / FundCom Meeting ???
- Star City Sewer District meeting *November?* Star City Comm Building

Documents for Filing

- Attendance List
- Volunteer Applications as noted above.

Next FoPP Meeting –

- **November Thursday Noon meeting: November 12 at the PCCDC/Municipal Building**
- November Last Tuesday meeting: November 24th at 6:30PM at the PCCDC/Municipal Building

Adjourn-

- Meeting Adjourned about 8:10PM

Submitted by:

Tom Anspach, Secretary

Approved/Comments: OK

Secretary: *s/Tom Anspach*

Date: *11/24/2009*