

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Executive / Finance Committee
Thursday, January 12, 2017
7:30 a.m.
Kahill's Restaurant
Marina Inn Conference Center, 4th and B Streets, South Sioux City, Nebraska

PRESENT:

Jon Winkel, Mayor, City of Sergeant Bluff, Iowa - *Chair*
Dan Moore, Council Member, City of Sioux City, Iowa - *Secretary*
Oscar Gomez, Council Member, City of South Sioux City, Nebraska
Aaron Lincoln, City Administrator, City of Sergeant Bluff, Iowa

STAFF:

Michelle Bostinelos, Executive Director
Bill Cole, Finance Director
Curt Miller, Facilities & Transit Director
Sharon Burton, Executive Assistant

The Executive/Finance Committee met at 7:30 a.m. on Thursday, January 12, 2017 at Kahill's Restaurant located in the Marina Inn Conference Center, 4th and B Streets, South Sioux City, Nebraska.

Chair Jon Winkel called the meeting to order at 7:30 a.m.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the January 12, 2017 agenda.

Dan Moore moved to approve the January 12, 2017 agenda as presented, seconded by Oscar Gomez. Motion carried.

2. **APPROVAL OF MINUTES:** Chair Winkel asked if there were any additions or corrections to the December 8, 2016 minutes.

Oscar Gomez moved to approve the December 8, 2016 minutes as presented, seconded by Aaron Lincoln. Motion carried.

3. **FINANCIAL UPDATE, SEPTEMBER/OCTOBER, 2016:** Finance Director Bill Cole reported no financial reports will be presented due to concluding work on the FY 2016 audit and the financial software conversion. King, Reinsch, Prosser have indicated the audit will be finished and ready to present at the Executive/Finance Committee meeting on February 9. The transition to Financial Edge is progressing and within the next few weeks staff should be able to generate financial reports.

a. Dispatch Pay Ranges: Transit Director Curt Miller reported transit dispatcher positions are classified as SIMPCO employees. The current pay range for this position is \$12.50 - \$15.00 per hour and \$14.50 - \$16.50 per hour for the lead dispatcher. Staff is recommending an increase to the current pay range of \$2.00 per hour, \$14.50 - \$17.00 and \$16.50 - \$18.50 for lead dispatch. He noted in December the Siouxland Regional Transit System (SRTS) Board of Directors increased the pay range for transit drivers to \$14.00 - \$16.00 per hour. Discussion followed.

Dan Moore moved to recommend to the Board of Directors increasing the transit dispatcher pay ranges by \$2.00 per hour, seconded by Oscar Gomez. No further discussion. Motion carried.

b. Operations Manager Pay Range: Mr. Miller reported the transit Operations Manager is classified as a SIMPCO employee and the current pay range is \$28,500 - \$50,000. Staff is recommending an increase of 3% to the current pay range, \$29,355 to \$51,500.

He noted Brenda Berens is currently serving as Operations Manager and has successfully moved into this position. During the transition her pay was frozen at the top of the current range and the proposed pay range increase would allow a 3% merit increase. Discussion followed.

Dan Moore moved to recommend to the Board of Directors increasing the Operations Manager pay range by 3%, seconded by Oscar Gomez. No further discussion. Motion carried.

4. **CONTRACTS:** No contracts were presented.

5. **2017 SIMPCO LEGISLATIVE PRIORITIES:** Executive Director Michelle Bostinelos presented a summary of 2017 legislative priorities assembled by SIMPCO's Regional Policy and Legislative Affairs Committee. The document identifies five general priorities: *Infrastructure, Economic Development, Workforce Development, Housing and Quality of Life*. She noted the document is easy to read, not geared toward a specific State and will be a helpful resource for staff, Board and Committee members when attending legislative events. Discussion followed. Staff will present the summary to the Board of Directors for approval and is requesting a positive recommendation.

Aaron Lincoln moved to recommend to the Board of Directors approval of the legislative priorities document as presented, seconded by Dan Moore. No further discussion. Motion carried.

6. **DIRECTOR REPORT:** Ms. Bostinelos provided an overview of the report included in the meeting packet. She noted the Enhance Iowa Program grant application submitted for the City of Le Mars was awarded \$450,000. Staff is putting together proposals to complete Housing Assessments for the cities of Holstein and Cherokee.

Ms. Bostinelos reported Amanda Harper accepted the Housing Specialist position and began duties in mid-December.

Ms. Bostinelos reported Antidote 71 has presented three different websites that staff has been looking at and providing input. They are also working on branding standards and setting up templates for document uniformity.

7. **BUILDING IMPROVEMENTS:** Curt Miller reported new ceiling tiles will be installed as needed throughout the building. A new hot water heater will also be installed and bids have been solicited for cleaning service.

8. **OTHER COMMENTS:**

a. Tentative 2017 Meeting Dates: Ms. Bostinelos reported the next meeting is scheduled for 7:30 a.m. on Thursday, February 9, 2017, at Kahill's Restaurant/Marina Inn, South Sioux City, Nebraska. She noted a listing of tentative meeting dates for the calendar year is shown on monthly agendas.

9. **ADJOURNMENT:** Chair Winkel adjourned the meeting at 8:45 a.m.