

**Minutes
Council of Officials (#86)
Board of Directors Meeting (#503)**

Thursday, December 14, 2017, 5:30 p.m.

El Fredo Pizza, 523 W 19th Street, Sioux City, Iowa

Present:

Jon Winkel, <i>Board Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Council President</i>	Council Member	Sioux City, IA
Craig Anderson, <i>Council Vice-President</i>	Supervisor	Plymouth County, IA
Ken Beaulieu	Commissioner	Dakota Dunes CID, SD
Lesa Cropley	Council Member	North Sioux City, SD
Clark Goodchild	Council Member	Le Mars, IA
Tom Kimmel	Commissioner	Union County, SD
Joe Krage	Planning/Zoning Commissioner	Sioux City, IA
Mark Monson	Planning/Zoning Commissioner	Sergeant Bluff, IA
Matthew Ung	Supervisor	Woodbury County, IA
Steve Warnstadt	Government Relations	WITCC, Sioux City, IA
Chris Zellmer-Zant	Planning/Zoning Commissioner	Woodbury County, IA

Others present:

Lance Hedquist	City Administrator	South Sioux City, NE
Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Curt Miller	Facilities/Transit Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO
Dawn Kimmel	Regional Planner I	SIMPCO

Board of Directors Chair Jon Winkel and Council of Officials President Dan Moore called the meeting to order at 5:30 p.m. Members were led in the Pledge of Allegiance with introductions following.

A Council of Officials and Board of Directors quorum was present.

- 1. APPROVAL OF THE AGENDA:** Board Chair Winkel and Council President Moore asked if there were any additions or corrections to the December 14, 2017 Council of Officials and Board of Directors agenda.

Craig Anderson moved to approve the agenda as presented, seconded by Steve Warnstadt. Motion carried.

- 2. APPROVAL OF MINUTES:**

a. Council of Officials Minutes #85 of May 11, 2017: Council President Moore asked if there were any additions or corrections to the Council of Officials minutes.

Dan Moore moved to approve the Council of Officials minutes of the May 11, 2017 meeting as presented, seconded by Craig Anderson. Joe Krage abstained due to not being present at the meeting. Motion carried.

b. Board of Directors Minutes #502 of October 12, 2017: Board Chair Winkel asked if there were any additions or corrections to the Board of Directors minutes.

Mark Monson moved to approve the Board of Directors minutes of the October 12, 2017 meeting as presented, seconded by Ken Beaulieu. Craig Anderson abstained due to not being present at the meeting. Motion carried.

3. FINANCIALS:

a. October 31, 2017: Finance Director Bill Cole provided an overview of each fund balance and variances between FY 2017 and FY 2018. As of October 31 revenues of all divisions total \$2,526,599 with expenditures of \$2,055,787 for a balance of \$470,812. The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented. Discussion followed.

Dan Moore moved to accept the recommendation of the Executive/Finance Committee and approve the October 31, 2017 financials as presented, seconded by Mark Monson. No further discussion. Motion carried.

b. Health Insurance Renewals (Calendar Year 2018): Chair Winkel reported health insurance quotes for 2018 were received in mid-November. In order to allow for an employee open enrollment period, the Executive/Finance Committee met on November 30 to discuss plan proposals.

Bill Cole provided an overview of quotes presented by the third-party administrator, Innovative Business Consultants (IBC). The current health care plan is a Grandfathered plan with Wellmark and these plans were scheduled to expire in 2018, but have been allowed to continue. To renew the current Grandfathered health care plan with Wellmark rates would increase 29.58%. After careful review and consideration, staff recommended to the Executive/Finance Committee the Wellmark Complete Blue 2800 plan. Coverage is similar to the current Wellmark plan and the increase would be approximately 7%.

The Executive/Finance Committee approved staff's recommendation to accept the Wellmark quote for the Complete Blue 2800 plan. Mr. Cole noted currently SIMPCO pays 100% of employee single coverage and one-half of the difference between the cost for dependents and single coverage. Discussion followed. Members suggested initiating a health wellness program, and if next year's renewal timeframe permits, provide a summary of proposals by email to the Board of Directors prior to renewal.

Mark Monson moved to retroactively approve the quote with Wellmark for the Complete Blue 2800 plan starting January 1, 2018, seconded by Ken Beaulieu. No further discussion. Motion carried.

4. CONTRACTS: Executive Director Michelle Bostinelos presented the following contracts for approval. She noted the Executive/Finance Committee has reviewed both contracts and recommends approval.

a. City of Blencoe to complete an Urban Revitalization Plan, \$1,200, December 2017 with an approximate timeline of six months

Ms. Bostinelos noted Jacob Heil, Regional Planner II, will be the lead on this project.

- b. City of Marcus to provide General Administration for the Marcus Tax Increment Financing (TIF) Housing Program
 - Start-up Fee \$2,000
 - General Administration \$9,500 (\$950/unit x 10)
 - Construction Management \$3,000 (\$300 x 10)
 - Repair/Rehab \$121,056.60 (Approximately \$12,105.66 per unit x 10)

Ms. Bostinelos noted Amanda Harper, Housing Specialist, will be the lead on this project.

Chris Zellmer-Zant moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. and b. as presented, seconded by Lesa Cropley. Motion carried.

- 5. **RESOLUTION 2017-2 PROCUREMENT POLICY:** Curt Miller reported in order to apply for federal grants through the Iowa Department of Homeland Security and Emergency Management, SIMPCO must have an approved Procurement Policy.

The Executive/Finance Committee has reviewed the initial policy and recommends approval as presented. However, since the first review the threshold of micro purchases has been adjusted from \$3,000 to \$3,500.

Dan Moore moved to approve the amendment to the procurement policy as presented, seconded by Ken Beaulieu. A roll call vote was taken. Voting aye: Anderson, Beaulieu, Cropley, Goodchild, Kimmel, Krage, Monson, Moore, Ung, Warnstadt, Winkel and Zellmer-Zant (12) and nay: (0) Motion carried.

Ken Beaulieu moved to approve Resolution 2017-2 as presented, seconded by Dan Moore. A roll call vote was taken. Voting aye: Anderson, Beaulieu, Cropley, Goodchild, Kimmel, Krage, Monson, Moore, Ung, Warnstadt, Winkel and Zellmer-Zant (12) and nay: (0) Motion carried.

- 6. **RESOLUTION 2017-3 AMENDED BYLAWS:** Ms. Bostinelos provided an overview of the amended bylaws and resolution. She noted the primary amendment to the current bylaws is the merging of the Council of Officials and Board of Directors into one policy and governing body. Additional changes include the composition of the Board of Directors will now be all dues paying members in good standing, the addition of Treasurer to officer elections and establishment of the Executive/Finance Committee.

Dan Moore moved to approve Resolution 2017-3 as presented, seconded by Chris Zellmer-Zant. Discussion followed on changing the number of regular Board of Directors meetings from six per year (Section 4.4) to one each quarter. It was decided meetings should be held at least six times per year due to contracts and grants. **A roll call vote was taken from members present that had not submitted a ballot: Voting aye: Krage, Winkel, Moore and Ung. With absentee ballots the required 60% threshold of affirmative votes was reached. Motion carried.**

**7. BOARD OF DIRECTORS ELECTION OF OFFICERS:
(term January 2018 through December 2018)**

Current Chairperson: Jon Winkel, Mayor, Sergeant Bluff, Iowa

Current Vice-Chairperson: Oscar Gomez, Council Member, South Sioux City, Nebraska

The Executive/Finance Committee has approved the nominations of Jon Winkel as Board of Directors Chair and Oscar Gomez as Board of Directors Vice-Chair.

Dan Moore moved to approve the nominations of the Executive/Finance Committee, Jon Winkel as Chair and Oscar Gomez as Vice-Chair for the term January 2018 through December 2018, seconded by Mark Monson. Motion carried.

Ms. Bostinelos noted election of Secretary and Treasurer will be held in January of 2018.

8. DIRECTOR REPORT: Ms. Bostinelos reported the Tri-State Legislative Forum held on December 1 at WITCC in Sioux City was successful. Legislators from Iowa, Nebraska and South Dakota were present.

The cities of Correctionville and Merville have renewed their memberships.

Nicole Peterson, Regional Planner II, is taking the lead on developing a project proposal and funding application through the U.S. Department of Commerce Economic Development Administration to complete a U.S. Highway 20 Economic Development Plan.

Ms. Bostinelos reported a SIMPCO Membership Workshop is being planned for March 5, 2018 at WITCC in Sioux City.

9. OTHER COMMENTS:

a. Tentative 2017 Meeting Dates: Ms. Bostinelos noted the tentative meetings dates for 2018 are shown on the agenda. She noted the next meeting is scheduled for Thursday, January 11, 2018 at the SIMPCO office, 1122 Pierce Street, Sioux City. The meeting will be held at 12:00 (Noon) with lunch served.

10. ADJOURNMENT: Craig Anderson moved to adjourn the meeting seconded by Dan Moore. Motion carried. Chair Winkel adjourned the meeting at 6:21 p.m.

Following the meeting members enjoyed a Holiday Gathering and catered meal by El Fredo Pizza.