

**Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Executive/Finance Committee**

Wednesday, June 5, 2019

7:30 a.m.

Kahill's Restaurant, 385 East 4th Street, South Sioux City, Nebraska

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Lesa Cropley, <i>Secretary</i>	Council Member	North Sioux City, SD
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Lance Hedquist	City Administrator	South Sioux City, NE
Mark Monson	Planning & Zoning Commission	Sergeant Bluff, IA

Staff Present:

Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

Chair Jon Winkel called the meeting to order at 7:30 a.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the June 5, 2019 regular meeting agenda.

Mark Monson moved to approve the June 5, 2019 regular meeting agenda as presented, seconded by Lance Hedquist. Motion carried with all ayes.

2. **APPROVAL OF MINUTES**

a. April 3, 2019: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes of April 3, 2019.

Mark Monson moved to approve the April 3, 2019, regular meeting minutes as presented, seconded by Lance Hedquist. Motion carried with all ayes.

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet.

The Regional Economic Development Submit (REDS) will be held from 9:00 a.m. to 3:30 p.m. on June 12, 2019, at Western Iowa Tech Community College (WITCC), in Sioux City. Attendees will have the opportunity to learn about regional economic development resources, how to build entrepreneurial educational networks and develop business partnerships. SIMPCO is sponsoring this event along with the U.S. Department of Economic Administration, WITCC, Mid-American Energy, The Siouxland Initiative and Northwest Iowa Development.

Regional planning staff assisted the cities of Anthon, Onawa, Mapleton and Merville in receiving Community Catalyst Building Remediation grants from the Iowa Economic

Development Authority as well as working with the City of Aurelia on a grant received through the Iowa DNR Derelict Building Grant Program.

4. FINANCE:

a. April 30, 2019 Financial Reports: Finance Director Bill Cole provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,351,523 and expenditures \$1,156,188 for a balance of \$195,335 as of April 30, 2019.

Notification was received from the U.S. Department of Housing and Urban Development (HUD) that the final Financial Assessment of Public Housing Agencies (FASS PHA) has been accepted. Discussion followed.

Siouxland Regional Transit System (SRTS) received funding from the Federal Transit Administration (FTA) to purchase thirteen new buses.

Dan Moore moved to recommend to the Board of Directors approval of the April 30, 2019 financial reports as presented, seconded by Lance Hedquist. No further discussion. Motion carried with all ayes.

b. FY 2020 Salary Schedule: Cole reviewed the proposed FY 2020 salary schedule and the Iowa Council of Governments salary survey included in the meeting packet. Staff is recommending a three percent increase for the upper end of each position's range and leaving the lower end at the same rate. Discussion followed. Members suggested also raising the lower end of each position's range and to consider setting guidelines for moving allowances.

Lance Hedquist moved to modify the proposed FY 2020 salary schedule with a three percent increase added to both the base and upper end of each position's salary range, seconded by Dan Moore. No further discussion. Motion carried with all ayes.

Staff will present the revised schedule to the Board of Directors for approval.

c. Insurance Renewals, July 1, 2019: Cole presented a listing of insurance policies that renew on July 1. The only employee benefits policy that changed was Delta Dental with a two percent increase. There were no changes to employee benefits covered under Lincoln National (Life, Accidental Death, Voluntary Life, Long and Short Term disabilities and Vision).

Cole reviewed the Directors and Officers quotes received for employment practices liability coverage. Staff is recommending the option received from Travelers for an annual cost of \$8,538 which would be locked-in for three years (7/1/2019 – 6/30/22) Discussion followed.

Lance Hedquist moved to include Insurance Renewals for July 1, 2019 on the Board of Directors June 20, 2019 meeting agenda for recommendation of approval, seconded by Aaron Lincoln. No further discussion. Motion carried with all ayes.

Currently SIMPCO administers the Keep Northeast Nebraska Beautiful (KNNB) program which is funded annually through the Nebraska Department of Environmental Quality

(NDEQ) Waste and Litter Incentive Grant. Funds are used to coordinate educational activities that will reduce litter, encourage recycling and promote beautification. NDEQ just released new grant reimbursement guidelines for calendar year 2020 which reduces reimbursement for some expenses including personnel indirect costs. Discussion followed. Members asked staff to bring back options so a decision can be made regarding the feasibility of continuing the program.

5. **CONTRACTS:** Michelle Bostinelos presented the following contracts for recommendation of approval. She noted these contracts are for transportation planning within the Metropolitan Planning Organization.
 - a. Nebraska Department of Transportation, Urban Transportation Planning FHWA FL \$64,444 Federal; \$16,110 Local; \$80,554 Total, July 1, 2019 to June 30, 2020
 - b. South Dakota Department of Transportation, Urban Transportation Planning: FHWA PL \$55,637 Federal; \$12,254 Local; \$67,891 Total, July 1, 2019 to June 30, 2020

Mark Monson moved to recommend to the Board of Directors approval of contracts a. and b. as presented, seconded by Dan Moore. Motion carried with all ayes.

6. **BUILD COMMITTEE AND GRANT UPDATE:** Michelle Bostinelos reported FTA representatives from the regional office and the Washington D.C. office along with Iowa DOT staff from Ames met with staff to discuss the BUILD grant and Federal guidelines. Afterwards, representatives and staff visited the building site. Discussion followed.
7. **OTHER COMMENTS:** The next meeting will be held on Wednesday, July 10, 2019, 7:30 a.m., Kahill's, South Sioux City.

Michelle Bostinelos reminded members the annual Board of Directors meeting will be held on Thursday, June 20, 2019, at the Marcus Community Center. The meeting will be held at 5:30 p.m. with a catered dinner and award presentations following. Members will also have the option of participating in golf at 2:30 p.m. at the Marcus Community Golf Club.

8. **ADJOURNMENT: Lanced Hedquist moved to adjourn the meeting seconded by Dan Moore. Motion carried.** Chair Winkel adjourned the meeting at 8:32 a.m.