

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

**Wednesday, November 4, 2020, 7:30 a.m.**

**Members Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Jasper Kriens	Council Member	South Sioux City, NE
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Bob Padmore	City Manager	Sioux City, IA

**Staff Present:**

Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Curt Miller	Transit/Facilities Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

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

Chair Winkel read the following statement from the November 4, 2020 meeting agenda.

The members of the SIMPCO Executive/Finance Committee are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. An in-person meeting is not possible due to the Covid-19 declared pandemic and subsequent order to maintain social distancing when and where possible. The meeting is being held by conference call originating from the SIMPCO office at 1122 Pierce Street, Sioux City, Iowa. It is open to the public via conference call only. Those on the call can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4

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

*Lance Hedquist moved to approve the November 4, 2020 regular meeting agenda as presented, seconded by Dan Moore. Motion carried. [Unanimous]*

- 2. APPROVAL OF MINUTES:**

**a. October 7, 2020:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

*Jasper Kriens moved to approve the October 7, 2020 regular meeting minutes as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]*

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

Ms. Bostinelos reminded members the Tri-State Legislative Forum will be held via Zoom on December 4, 2020 from 10:00 a.m. until 11:00 a.m.

4. **SUCCESSION PLANNING UPDATE:** Chair Winkel reported members of the Executive/Finance Committee have met to discuss succession planning for key personnel. As a result of these meetings, it was decided the succession planning process will include a flexible timeline allowing employees the opportunity to work with the Executive Director before a plan is given to the Executive/Finance Committee.
5. **FINANCIAL UPDATE:**
  - a. **September 30, 2020 Financial Reports:** Finance Director Bill Cole provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$611,112 and expenditures \$403,526 for a balance \$207,586 as of September 30, 2020.

*Dan Moore moved to recommend to the Board of Directors approval of the September 30, 2020 financial reports as presented, seconded by Lance Hedquist. No further discussion. Motion carried. [Unanimous]*
  - b. **FY 2021 Proposed Membership Dues Write-offs:** Mr. Cole referred to the listing of proposed write-offs for membership dues included in the meeting packet. All of the communities have been contacted and since there have been no responses to date, staff is recommending the write-offs as presented.

*Lance Hedquist moved to approve the FY 2021 Accounts Receivable write-offs as recommended by staff, seconded by Aaron Lincoln. Motion carried. [Unanimous]*
  - c. **Employee Health Insurance CY 2021 Renewal:** Mr. Cole reviewed a summary of quotes solicited by the third party administrator, Innovative Business Consultants (IBC). Staff's recommendation is to continue with the current policy, Wellmark CompleteBlue 4000 PPO. Staying with this plan would decrease SIMPCO's employer share by .17%. Discussion followed. Mr. Cole noted since the next Board of Directors meeting is not until December 10, there is a timing issue with their approval, conducting a 30-day open enrollment period and entering into the new policy. Therefore, he requested approval to email the renewal information and the Executive/Finance Committee's recommendation to the Board of Directors with a response deadline of two weeks.

*Lance Hedquist moved to accept the recommendation of staff and continue with the current policy Wellmark CompleteBlue 4000 PPO through calendar year 2021 and email the renewal information along with the Executive/Finance Committee's recommendation to the Board of Directors with a response deadline of two weeks, seconded by Dan Moore. Motion carried. [Unanimous]*
6. **CONTRACTS:** No contracts were presented at this time.
7. **BUILD GRANT UPDATE:** Transit Director Curt Miller reported he is working with the selected architect and engineer on a contract and pricing. Once an independent cost analysis has been completed, the final contract will be given to the BUILD Committee for review and then presented to the Siouxland Regional Transit Board of Directors for approval in November or December. Discussion followed.
8. **OTHER COMMENTS:** The next meeting is scheduled for Wednesday, December 2, 2020 at 7:30 a.m. The meeting will be held via Zoom.
9. **ADJOURNMENT:** *Dan Moore moved to adjourn the meeting, seconded by Mark Monson. Motion carried. [Unanimous]* Chair Winkel adjourned the meeting at 8:24 a.m.