

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

Thursday, February 10, 2022, 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
Gary Bogenrief	Council Member	North Sioux City, SD
Eric Christensen	City Administrator	North Sioux City, SD
Kelly Kreber	Mayor	Hinton, IA
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Bob Padmore	City Manager	Sioux City, IA
Keith Radig	Supervisor	Woodbury County, IA

Staff Present:

Michelle Bostinelos	Executive Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Jasmine Lammers	New Finance Director	SIMPCO
Curt Miller	Transit/Facilities Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

Chair Winkel called the meeting to order at 7:34 a.m. A quorum was in attendance.

The following statement was acknowledged from the February 10, 2022 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. The meeting is being held by conference/video call originating from the SIMPCO office at 1122 Pierce Street, Sioux City, Iowa. It is open to the public in-person AND through video/conference call. Those in person or 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.

Dan Moore moved to approve the February 10, 2022 regular meeting agenda as presented, seconded Mark Monson . Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**
 - a. **January 12, 2022:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Dan Moore moved to approve the January 12, 2022 regular meeting minutes as presented, seconded by Gary Bogenrief. Motion carried. [Unanimous]

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

4. FINANCIAL UPDATE:

Current Finance Director Bill Cole introduced members to incoming Finance Director Jasmine Lammers.

a. JANUARY 31, 2022 Financial Reports: Finance Director Bill Cole provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,213,928 and expenditures \$1,100,010 for a balance \$113,918 as of January 31, 2022.

Mark Monson moved to recommend to the Board of Directors approval of the January 31, 2022 financial reports as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

b. AUTHORIZATION OF NEW FINANCE DIRECTOR AS BANK SIGNATURE: Mr. Cole recommended adding Jasmine Lammers as an authorized signer on the SIMPCO and Siouxland Regional Transit System (SRTS) bank accounts.

Lance Hedquist moved to recommend to the Board of Directors the addition of new Finance Director Jasmine Lammers as an authorized signer on the SIMPCO and SRTS bank accounts, seconded by Dan Moore. Motion carried. [Unanimous]

5. RESOLUTION 2022-1 SIOUXLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION (SRTPA) SURFACE TRANSPORTATION BLOCK GRANT (STBG) PLANNING APPLICATION:

Ms. Bostinelos reported this resolution approves the submittal of a Surface Transportation Block Grant (STBG) application to the Siouxland Regional Transportation Planning Association (SRTPA) in the amount of \$58,500 for fiscal year 2026. Funding will be used to develop and complete planning activities required by the Iowa DOT for the Rural Planning Affiliation (RPA) area and provide planning assistance to SRTPA members.

Dan Moore moved to recommend approval of Resolution 2022-1 to the Board of Directors as presented, seconded by Lance Hedquist. A roll call vote was conducted with 9 ayes and 0 nays. Motion carried. [Unanimous]

6. BUILD GRANT UPDATE: Transit Director Curt Miller reported the land lease with the Iowa DOT has been signed and filed with the County Recorder. The first lease payment has been submitted to the Iowa DOT. A construction contract has been executed. There will be a groundbreaking ceremony for the new facility on April 22, 2022 at 11:00 a.m. The Federal Transit Administration in Kansas City and the U.S. Department of Transportation in Washington D.C. have indicated they may attend. Discussion followed.

7. COMMUNITY SERVICE CONTRACTS: Ms. Bostinelos provided an overview of the contract presented for approval.

a. Federal Home Loan Bank, Owner-occupied Housing Rehabilitation, Total \$736,470, December 9, 2021:

Mark Monson moved to recommend to the Board of Directors approval of the contract with Federal Home Loan Bank as presented, seconded by Dan Moore. Motion carried. [Unanimous]

8. **PROFESSIONSL SERVICE CONTRACTS:** No contracts were presented at this time.

Eric Christensen exited the meeting.

9. **CLOSED SESSION PURSUANT TO IOWA CODE 21.5(1)(i) TO EVALUATE THE PROFESSIONAL COMPLETENESS OF AN INDIVIDUAL WHOSE PERFORMANCE IS BEING CONSIDERED WHEN NECESSARY TO PREVENT NEEDLESS AND IRREPARABLE INJURY TO THAT INDIVIDUAL'S REPUTATION AND THAT INDIVIDUAL REQUESTS A CLOSED SESSION:**

Lance Hedquist moved for the Executive/Finance Committee to enter into a closed session, seconded by Dan Moore. A roll call vote was conducted with 8 ayes and 0 nays. Motion carried. [Unanimous] The Executive/Finance Committee entered into a closed session at 8:10 a.m.

Lance Hedquist moved for the Executive/Finance Committee to return to an open session, seconded by Mark Monson. A roll call vote was conducted with 8 ayes and 0 nays. Motion carried. [Unanimous] The Executive/Finance Committee entered into an open session at 8:23 a.m.

Dan Moore moved to recommend to the Board of Directors authorization for the Board of Director Chair to execute a new three-year employment agreement with Michelle Bostinelos, seconded by Mark Monson. Motion carried with 7 ayes and 1 nay.

10. **OTHER COMMENTS:** Michelle Bostinelos reported the next meeting will be held Wednesday, March 9, 2022. Agenda items will include the FY 2023 proposed budget and FY 2023 proposed Cost Allocation Plan.
11. **ADJOURNMENT:** *Dan Moore moved to adjourn the meeting, seconded by Mark Monson. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 8:30 a.m.*