

**Minutes**  
**Siouxland Interstate Metropolitan Planning Council (SIMPCO)**  
**Board of Directors Meeting (#530)**  
**Thursday, March 10, 2022, 12:00 p.m. (Noon)**  
**SIMPCO, 1122 Pierce Street, Sioux City, Iowa**

**Voting Members Present:**

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, IA
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, IA
Keith Radig, <i>Secretary</i>	Supervisor	Woodbury County, IA
Craig Anderson	Supervisor	Plymouth County, IA
Ken Beaulieu	Supervisor	Dakota Dunes CID, SD
Rob Bixenman	Mayor	Le Mars, IA
James Gunsolley	Council Member	South Sioux City, NE
Tom Kimmel	Commissioner	Union County, SD
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Cindy O'Neill	Planning & Zoning Commissioner	Sioux City, IA
Bryan Petersen	Supervisor	Cherokee County, IA
Craig Schmidt	Mayor	Cherokee, IA
Gene Suhr	Mayor	Aurelia, IA
Steve Warnstadt	Government Relations	WITCC, Sioux City, IA

**Non-voting Members/Staff/Guests Present:**

Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Maria Rundquist	Guest	Sioux City, IA
Michelle Bostinelos	Executive Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Bill Cole	Finance Director	SIMPCO
Jasmine Lammers	New Finance Director	SIMPCO
Curt Miller	Transit/Facilities Director	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

The members of the SIMPCO Board of Directors 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 SIMPCO, 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.

Chair Jon Winkel called the meeting to order at 12:00 p.m. A quorum was present.

1. **APPROVAL OF THE AGENDA:** Chair Winkel asked if there were any additions or corrections to the March 10, 2022 regular meeting agenda.

*Craig Anderson moved to approve the March 10, 2022 regular meeting agenda as presented, seconded by Keith Radig. Motion carried. [Unanimous]*

2. **APPROVAL OF MINUTES:**

- a. **Board of Directors Regular Meeting #529, January 13, 2022:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

*Bryan Petersen moved to approve the regular meeting minutes of January 13, 2022 as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos highlighted projects currently underway and staff activities from the Director Report included in the meeting packet.

4. **FINANCIAL UPDATES:**

a. **January 31 / February 28, 2022 Financial Reports:** New Finance Director Jasmine Lammers provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,335,854 and expenditures \$1,232,043 for a balance \$103,811 as of February 28, 2022.

The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

*Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve the January 31 / February 28, 2022 financial reports as presented, seconded by Craig Schmidt Motion carried. [Unanimous]*

b. **FY 2023 Proposed Budget:** Ms. Lammers provided an overview of the proposed budget included in the meeting packet for July 1, 2022 through June 30, 2023.

The Executive/Finance Committee has reviewed the proposed FY 2023 budget and recommends approval as presented.

*Dan Moore moved to accept the recommendation of the Executive/Finance Committee and approve the FY 2023 budget as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]*

c. **FY 2023 Proposed Cost Allocation Plan:** Ms. Lammers presented the FY 2023 Cost Allocation Plan included in the meeting packet.

The Executive/Finance Committee has reviewed the proposed FY 2023 Cost Allocation Plan and recommends approval as presented.

*Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approved the FY 2023 Cost Allocation Plan as presented, seconded by Craig Schmidt. Motion carried. [Unanimous]*

d. **Authorization of new Finance Director as Bank Signature:** The Executive/Finance Committee has approved a recommendation to add Jasmine Lammers as an authorized signer on the SIMPCO and Siouxland Regional Transit System (SRTS) bank accounts.

*Keith Radig moved to accept the recommendation of the Executive/Finance Committee and add 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.

The Executive/Finance Committee approved the recommendation to approve Resolution 2022-1 as presented.

*Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve Resolution 2022-1 as presented, seconded by Dan Moore. A roll call vote was conducted with 14 ayes and 0 nays. Motion carried. [Unanimous]*

6. **COMMUNITY SERVICE CONTRACTS:** Ms. Bostinelos provided an overview of each contract presented for approval. She noted the Executive/Finance Committee recommends approval of contracts a. through d. as presented.
  - a. Federal Home Loan Bank, Owner-occupied Housing Rehabilitation, Total \$736,470, December 9, 2021
  - b. Village of Hubbard, for general administration of Nebraska Community Development Block Grant (CDBG) Agreement #21-HO-35037, 2021 CDBG Hubbard Housing Sustainability Program, Total not to exceed \$20,000, November 18, 2021 – May 17, 2024
  - c. Village of Hubbard, for housing management services of Nebraska Community Development Block Grant (CDBG) Agreement #21-HO-35037, 2021 CDBG Hubbard Housing Sustainability Program, Total not to exceed \$30,000, November 18, 2021 – May 17, 2024
  - d. City of Cherokee, to provide professional services for the Iowa Economic Development Authority Community Development Block Grant (CDBG) Agreement #19-DRMB-008, 2019 CDBG Disaster Recovery Grant Program, Total not to exceed \$750, March 2022 until completion

*Bryan Peterson moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. through d. as presented, seconded by Keith Radig. Motion carried. [Unanimous]*

7. **PROFESSIONAL SERVICE CONTRACTS:** No contracts were presented at this time.
8. **BUILD GRANT UPDATE:** Transit Director Curt Miller reported 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.
9. **CLOSED SESSION PURSUANT TO IOWA CODE 21.5(1)(i) TO EVALUATE THE PROFESSIONAL COMPETENCY 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:**

*Craig Anderson moved for the Board of Directors to enter into a closed session, seconded by Keith Radig. A roll call vote was conducted with 14 ayes and 0 nays. Motion carried. The Board of Directors entered into a closed session at 12:55 p.m.*

Gene Suhr exited the meeting.

*Mark Monson moved for the Board of Directors to return to an open session, seconded by Ken Beaulieu. A roll call vote was conducted with 13 ayes and 0 nays. Motion carried. The Board of Directors entered into an open session at 1:09 p.m.*

*Craig Schmidt moved to authorize the Board of Director Chair to execute a new three-year employment agreement with Michelle Bostinelos, seconded by Keith Radig. Motion carried with 12 ayes and 1 nay.*

- 10. OTHER COMMENTS:** The next meeting is scheduled for Thursday, April 14, 2022 at the SIMPCO office, 1122 Pierce Street, Sioux City, Iowa.
- 11. ADJOURNMENT:** *Craig Anderson moved to adjourn the meeting, seconded by Keith Radig. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 1:12 p.m.*