

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

Wednesday, June 8, 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
Keith Radig, <i>Secretary</i>	Supervisor	Woodbury County, 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
Aaron Lincoln	City Administrator	Sergeant Bluff, IA
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Robert Padmore	City Manager	Sioux City, IA

Staff Present:

Michelle Bostinelos	Executive Director	SIMPCO
Jasmine Lammers	Finance Director	SIMPCO
Curt Miller	Transit/Facilities Manager	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

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

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 conference/video 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 June 8, 2022 regular meeting agenda as presented, seconded by Lance Hedquist. Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**

- a. **April 13, 2022:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Gary Bogenrief moved to approve the April 13, 2022 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.

a. SIMPCO Board of Directors Strategic Planning/Visioning Session: Executive Director Michelle Bostinelos reported the last Board of Directors planning and visioning session was held on August 8, 2019 and was conducted by Deb Burnight with Facilitated Resources. She asked members for direction on conducting the next session. Discussion followed. No action was taken as members decided to send the 2019 SIMPCO Strategic Work Products to the Board of Directors for review prior to discussion at their regular meeting tomorrow.

4. ASSOCIATE MEMBERSHIP APPLICATION:

a. Northeast Community College, Total \$2,200, July 1, 2022 – June 30, 2023:

Ms. Bostinelos reviewed the Associate Program membership application submitted by Northeast Community College included in the meeting packet. She noted associate members have non-voting representation on the Board of Directors. Western Iowa Tech Community College, Sioux City Community School District and Briar Cliff University are currently associate members.

Lance Hedquist moved to recommend approval of the Northeast Community College membership application to the Board of Directors, seconded by Aaron Lincoln. Motion carried.

5. FINANCIAL UPDATE:

a. April 30/May 31, 2022 Financial Reports: Finance Director Jasmine Lammers provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,760,500 and expenditures \$1,739,930 for a balance \$20,570 as of May 31, 2022.

Mark Monson moved to recommend to the Board of Directors approval of the April 30 and May 31, 2022 financial reports as presented, seconded by Kelly Kreber. Motion carried. [Unanimous]

6. FY 2023 INSURANCE: Ms. Lammers provided an overview of the insurance renewal summary included in the meeting packet. She noted all providers were asked to move coverage to a January 1 renewal date and extend the rate guarantee at least 18 months. This will align these renewals with the health insurance renewal and allow one employee open enrollment period. She reviewed staff recommendations for renewals of a. through d.

a. Dental (Delta Dental): *Mark Monson moved to recommend to the Board of Directors renewal with Delta Dental as proposed, seconded by Eric Christensen. Motion carried. [Unanimous]*

b. Vision (Avesis): *Dan Moore moved to recommend to the Board of Directors renewal with Avesis as proposed, seconded by Lance Hedquist. Motion carried. [Unanimous]*

c. Basic Life, AD&D, Short Term/Long Term Disability (Mutual of Omaha): *Mark Monson moved to recommend to the Board of Directors renewal with Mutual of Omaha as proposed, seconded by Kelly Kreber. Motion carried. [Unanimous]*

d. Employer Sponsored Gym Membership-Four Seasons: *Eric Christensen moved to recommend to the Board of Directors approval of the gym membership as proposed, seconded by Gary Bogenrief. Motion carried. [Unanimous]*

7. **OTHER FY 2023 INSURANCE RENEWALS:** Ms. Lammers referred to the insurance renewal summary included in the meeting packet and provided an overview of staff recommendations for renewals a. through c.
- a. Director and Officers Liability:** Robert Padmore moved to recommend to the Board of Directors renewal with Travelers Casualty and Surety as proposed, seconded by Lance Hedquist. Motion carried. [Unanimous]
- b. Auto Owners (Property and Liability, Business Auto, Umbrella):** Mark Monson moved to recommend to the Board of Directors renewal with Auto Owners as proposed, seconded by Lance Hedquist. Motion carried. [Unanimous]
- c. Cyber/Crime:** Dan Moore moved to recommend to the Board of Directors renewal with Travelers Casualty and Surety as proposed, seconded by Gary Bogenrief. Motion carried. [Unanimous]

8. **COMMUNITY SERVICE CONTRACT:** Ms. Bostinelos provided an overview of the contract presented for approval.
- a. Iowa Department of Transportation, Urban Transportation Planning: FHWA PL \$171,582 Federal; FTA 5305d \$58,421 Federal, Total \$230,003, July 1, 2022 to June 30, 2023
- b. Iowa Department of Transportation, Rural Transportation Planning: Federal, FTA 5311 \$31,412 Federal, FHWA SPR \$36,318, STBG \$46,000, Total \$113,730 July 1, 2022 to June 30, 2023
- c. Nebraska Department of Transportation, Urban Transportation Planning: FHWA PL \$70,995 Federal, July 1, 2022 to June 30, 2023
- d. Nebraska Department of Transportation, Urban Transportation Planning: FHWA FTA 5303 \$10,273 Federal; July 1, 2022 to June 30, 2023
- e. South Dakota Department of Transportation, Urban Transportation Planning: FHWA PL \$66,376 Federal, July 1, 2022 to June 30, 2023

Lance Hedquist moved to recommend to the Board of Directors approval of contracts a. through e. as presented, seconded by Mark Monson. Motion carried. [Unanimous]

Dan Moore exited the meeting at 8:15 a.m.

9. **PROFESSIONAL SERVICE CONTRACTS:** No contracts were presented at this time.
10. **BUILD GRANT UPDATE:** Transit Director Curt Miller reported bi-weekly meetings with the contractor and sub-contractor are being held to review schedules. Staff continues work on the bonding process.
11. **OTHER COMMENTS:** Michelle Bostinelos reported the next meeting is scheduled to be held on Wednesday, July 13, 2022.
12. **ADJOURNMENT:** Eric Christensen moved to adjourn the meeting, seconded by Gary Bogenrief. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 8:20 a.m.