

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

**Wednesday, February 9, 2023, 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
Dan Bousquet	Council Member	South Sioux City, NE
Kelly Kreber	Mayor	Hinton, IA
Mark Monson	P & Z Commissioner	Sergeant Bluff, Iowa

**Staff Present and Guests:**

Michelle Bostinelos	Executive Director	SIMPCO
Jasmine Lammers	Finance Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Curt Miller	Transit Dir./Facilities Mngr.	SIMPCO/SRTS
Sharon Burton	Executive Assistant	SIMPCO
Wesley Fopma	Regional Director	IA Congressman Randy Feenstra

Chair Jon Winkel joined the meeting via conference call. Since Vice Chair Dan Moore attended in-person, for convenience he volunteered to conduct the meeting. The meeting was called to order by Vice Chair Moore 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.

*Lance Hedquist moved to approve the February 9, 2023, regular meeting agenda as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]*

2. **APPROVAL OF MINUTES:**
  - a. **January 11, 2023:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

*Dan Bousquet moved to approve the January 11, 2023 regular meeting minutes as presented, seconded by Mark Monson. Motion carried. [Unanimous]*

3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet. She noted the open Regional Planner I position has been filled.

**a. June 15, 2023 Annual Board of Directors Meeting/Member Awards Location:**

Ms. Bostinelos noted the annual Board of Directors meeting had been tentatively set for June 15, 2023. She asked members if this date was still acceptable and proposed holding the meeting in Mapleton, Iowa. Discussion followed.

*Lance Hedquist moved to approve June 15, 2023, for the Annual Board of Directors meeting with the meeting held in Mapleton, Iowa, seconded by Dan Bousquet. Motion carried. [Unanimous]*

Ms. Bostinelos will contact the City of Mapleton to finalize details.

**4. FINANCIAL UPDATE:**

**a. January 31, 2023 Financial Reports:** Finance Director Jasmine Lammers provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,241,253 and expenditures \$1,090,441 for a balance of \$150,812 as of January 31, 2023. Discussion followed.

*Mark Monson moved to recommend to the Board of Directors approval of the January 31, 2023 financial reports as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]*

**5. RESOLUTION 2023-2 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 2027. 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 Bousquet moved to recommend approval of Resolution 2023-2 to the Board of Directors as presented, seconded by Lance Hedquist. A roll call vote was conducted with 6 ayes and 0 nays. Motion carried. [Unanimous]*

**6. COMMUNITIES SERVICES CONTRACTS:** No contracts were presented at this time.

**7. BUILD GRANT UPDATE:** Transit Director Curt Miller provided an update on construction of the new facility. He reported a party has shown interest in the current SIMPCO/SRTS building. Discussion followed. Members noted at this time there are no commitments as arrangements have not been made with a realtor and the property is not listed.

*Lance Hedquist moved to acknowledge that no arrangements for sale of property have been made at this time and that SIMPCO and SRTS form a committee to develop a process with an attorney, seconded by Dan Moore. No further discussion. Motion carried.*

**8. 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:**

*Dan Moore moved for the Executive/Finance Committee to enter into a closed session, seconded by Kelly Kreber. Motion carried. The Executive/Finance Committee entered into a closed session at 8:14 a.m.*

*Lance Hedquist moved for the Executive/Finance Committee to return to an open session, seconded by Dan Moore. Motion carried. The Executive/Finance Committee entered into an open session at 8:26 a.m.*

*Lance Hedquist moved to approve as part of the individual's evaluation discussed in closed session an annual salary increase of 5.14% effective March 10, 2023, seconded by Mark Monson. Motion carried. [Unanimous]*

9. **OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Wednesday, March 8, 2023 at 7:30 a.m. in-person with the Zoom option.
10. **ADJOURNMENT:** *Lance Hedquist moved to adjourn the meeting, seconded by Dan Bousquet. Motion carried. [Unanimous] Vice Chair Moore adjourned the meeting at 8:28 a.m.*