

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Board of Directors Meeting (#540), Thursday, November 9, 2023, 10:00 a.m.
Zoom Video Conference Call

Members Present:

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
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Vince Phillips	Supervisor	Monona County, IA
Devlun Whiteing	Supervisor	Ida County, IA

Non-voting Members/Staff/Guests Present:

Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, NE
Steve Warnstadt	Government Relations	WITCC, Sioux City, IA
Michelle Bostinelos	Executive Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Joshua Bush	Finance Director	SIMPCO
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO/SRTS
Sharon Burton	Executive Assistant	SIMPCO

In the absence of Chair Jon Winkel, Vice Chair Dan Moore called the meeting to order at 10:00 a.m. A quorum was present.

- 1. APPROVAL OF THE AGENDA:** Vice Chair Moore asked if there were any additions or corrections to the November 9, 2023 regular meeting agenda.

Craig Anderson moved to approve the November 9, 2023 regular meeting agenda as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]

- 2. APPROVAL OF MINUTES:**

a. Board of Directors Regular Meeting #539, September 14, 2023: Vice Chair Moore asked if there were any additions or corrections to the regular meeting minutes.

Devlun Whiteing moved to approve the regular meeting minutes of September 14, 2023 as presented, seconded by Keith Radig. Motion carried. [Unanimous]

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

a. SIMPCO Holiday Gathering/Employee Appreciation Banquet
Thursday, December 14, 2023, 5:30 p.m.,
Sioux City Country Club, 4001 Jackson St., Sioux City, Iowa

Ms. Bostinelos noted the SIMPCO Board of Directors will meet at 5:30 p.m. at the Sioux City County Club and a holiday gathering/employee appreciation banquet will follow the meeting.

4. FINANCIAL UPDATE:

a. September 30 / October 31, 2023 Financial Reports: Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,259,277 and expenditures \$648,926 for a balance of \$610,352 as of October 31, 2023. The Executive/Finance Committee has reviewed the financial reports and recommends approval as presented.

Mark Monson moved to accept the recommendation of the Executive/Finance Committee and approve the September 30 and October 31, 2023 financial reports as presented, seconded by Keith Radig. Motion carried. [Unanimous]

b. Employee Insurance CY 2024 Renewals: Mr. Bush referred to the summary of renewal options included in the meeting packet. Staff has reviewed the policy quotes provided by the third-party administrator, Innovative Business Consultants (IBC), and is recommending to continue with the existing plan, Wellmark CompleteBlue 4000 Silver PPO. Coverage provided under this plan best matches existing benefits, and SIMPCO's share of the premium would only increase by \$2,513 or 2.69%.

Mr. Bush also provided a summary of employee insurance renewals for dental, vision, basic life, basic AD&D, short-term disability, long-term disability and gym membership. The only policies that increased are Delta Dental by 2% and Four Seasons gym membership by \$3.00 per person.

The Executive/Finance Committee has reviewed all employee policy renewals and recommends continuing all current policies as presented.

Keith Radig moved to continue with all current employee insurance policies as recommended by staff and the Executive/Finance Committee through calendar year 2024, seconded by Mark Monson. Motion carried. [Unanimous]

c. FY 2024 Proposed Membership Dues Write-Offs: Mr. Bush referred to the listing of proposed write-offs for membership dues included in the meeting packet. All communities have been contacted and since there have been no responses to date, staff recommends the write-offs as presented. The Executive/Finance Committee has reviewed the proposed write-offs and recommends approval as presented.

Craig Anderson moved to approve the FY 2024 Accounts Receivable write-offs as recommended by staff and the Executive/Finance Committee, seconded by Mark Monson. Motion carried. [Unanimous]

d. Auto-Owners Policy Updates: Mr. Bush provided an overview of the policy changes with Auto-Owners for 6401 Gordon Drive. He noted an overall credit of \$160 was received for coverage on the new building. The Executive/Finance Committee reviewed and recommends accepting the policy updates as presented.

Craig Anderson moved to accept all Auto-Owners policy updates as recommended by the Executive/Finance Committee, seconded by Mark Monson. Motion carried. [Unanimous]

6. COMMUNITY SERVICE CONTRACTS: Ms. Bostinelos provided an overview of the contracts. The Executive/Finance Committee has reviewed and recommends approval as presented.

- a. City of Hinton, Iowa, to complete Code of Ordinances Update, Total \$7,800, September 15, 2023 – March 31, 2024
- b. City of Hinton, Iowa, to complete Zoning Code Update, Total \$7,800, September 15, 2023 – June 30, 2024
- c. City of Akron, Iowa, to administer Community Development Block Grant (CDBG) for installation of a new lift station and UV disinfection process, CDBG Award \$500,000, Administration \$28,000
- d. City of Sioux City to establish the city's cash match payments to the SIMPCO MPO to complete the South Lakeport Road Corridor Study (\$178,557)
- e. Siouxland District Health Department to provide assistance with Year 6 of the Iowa Health and Human Services Physical Activity for Seniors, Total \$12,000, October 1, 2023 – September 30, 2024

James Gunsolley moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. through e. as presented, seconded by Vince Phillips. Motion carried. {Unanimous}

6. **PROFESSIONAL SERVICES CONTRACT:** Ms. Bostinelos provided an overview of the contract. The Executive/Finance Committee has reviewed and recommends approval as presented.
- a. Burns & McDonnell to complete a South Lakeport Corridor Study, in the City of Sioux City, Total Cost (\$371,360)

Mark Monson moved to accept the recommendation of the Executive/Finance Committee and approve contract a. as presented, seconded by Ken Beaulieu. Motion carried. {Unanimous}

8. **BUILD GRANT UPDATE:** Transit Director Brian Pearson reported the contractor is finishing work on a few punch list items at the new facility. Rebidding for the bus wash is currently underway.
9. **OTHER COMMENTS:** The next meeting is tentatively scheduled for Thursday, December 14, 2023 at 5:30 p.m. in person only at the Sioux City Country Club, 4001 Jackson St., Sioux City, Iowa
10. **ADJOURNMENT:** *Ken Beaulieu moved to adjourn the meeting, seconded by Craig Anderson. Motion carried. [Unanimous]* Vice Chair Moore adjourned the meeting at 10:47 a.m.