

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Executive/Finance Committee
Wednesday, February 12, 2025, 7:30 a.m.
SIMPCO, 6401 Gordon Drive, Sioux City, Iowa 51106

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, Iowa
Dan Moore, <i>Vice Chair</i>	Council Member	Sioux City, Iowa
Kelly Kreber, <i>Secretary</i>	Mayor	Hinton, Iowa
Lance Hedquist, <i>Treasurer</i>	City Administrator	South Sioux City, Nebraska
Gary Bogenrief	Council Member	North Sioux City, South Dakota
Dan Bousquet	Council Member	South Sioux City, Nebraska
Mark Monson	P & Z Commissioner	Sergeant Bluff, Iowa

Staff and Guests Present:

Michelle Bostinelos	Executive Director	SIMPCO
Joshua Bush	Finance Director	SIMPCO
Corinne Erickson	Regional Planning Mngr.	SIMPCO
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO/SRTS

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

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 12, 2025 regular meeting agenda as presented, seconded by Mark Monson. Motion carried. [Unanimous]
2. **APPROVAL OF MINUTES:**
 - a. **January 15, 2025 Regular Meeting Minutes:** Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Kelly Kreber moved to approve the January 15, 2025 regular meeting minutes as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]
3. **DIRECTOR REPORT:** Executive Director Michelle Bostinelos provided an overview of the report included in the meeting packet.
4. **FINANCIAL UPDATE:**
 - a. **January 31, 2025 Financial Reports:** Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,794,367 and expenditures \$1,519,196 for a balance of \$275,171 as of January 31, 2025.

Dan Bousquet moved to recommend to the Board of Directors approval of the January 31, 2025 financial reports as presented, seconded by Kelly Kreber. Motion carried. [Unanimous]
5. **SIMPCO CODE OF CONDUCT:** The policy presented for approval outlines professional standards the Executive/Finance Committee, Board of Directors and staff are expected to follow when administering federal contracts.

Lance Hedquist moved to approve the Code of Conduct Policy as presented, seconded by Dan Moore. Motion carried. [Unanimous]

- 6. RESOLUTION 2025-1 SIOUXLAND REGIONAL TRANSPORTATION PLANNING ASSOCIATION SURFACE TRANSPORTATION BLOCK GRANT PLANNING APPLICATION:** Approval to submit a Surface Transportation Block Grant (STBG) application to the Siouxland Regional Transportation Planning Association (SRTPA) for fiscal year 2029. Total project cost is \$60,000 with a 20% match. 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.

Lance Hedquist moved to recommend the approval of Resolution 2025-1 to the Board of Directors as presented, seconded by Gary Bogenrief. A roll call vote was conducted with 7 ayes and 0 nays. Motion carried. [Unanimous]

- 7. COMMUNITY SERVICES CONTRACT:** Ms. Bostinelos provided an overview of the contract presented for recommendation of approval.
- a. Region 6 Resource Partners for Long Range Transportation Plan Update Assistance, total cost \$11,700

Kelly Kreber moved to recommend to the Board of Directors approval of contract a. as presented, seconded by Mark Monson. Motion carried. {Unanimous}

8. ADMINISTRATION AGREEMENT:

a. Western Iowa Community Improvement Regional Housing Trust Fund:

Ms. Bostinelos provided an overview of the agreement included in the meeting packet. She reviewed the duties and roles of each organization and asked members for comments. Discussion followed.

Gary Bogenrief moved to recommend to the Board of Directors approval of the administration agreement with Western Iowa Community Improvement Regional Housing Trust Fund as presented, seconded by Dan Bousquet. Motion carried. [Unanimous]

Ms. Bostinelos noted the agreement will be presented to the WICIRHTF Board of Directors for approval.

- 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:**

Mark Monson moved the Executive/Finance Committee enter into a closed session, seconded by Gary Bogenrief. A roll call vote was conducted with 7 ayes and 0 nays. Motion carried. [Unanimous]. The Executive/Finance Committee entered into a closed session at 8:15 a.m.

A Roll Call of Attendance was conducted:

Jon Winkel, Sergeant Bluff
Dan Moore, Sioux City
Kelly Kreber, Hinton
Mark Monson, Sergeant Bluff

Lance Hedquist, South Sioux City
Dan Bousquet, South Sioux City
Gary Bogenrief, North Sioux City
Michelle Bostinelos, SIMPCO

The SIMPCO Executive/Finance has evaluated the facts of the situation and determined it is necessary to have a closed session to prevent needless and irreparable injury to Michelle Bostinelos' reputation.

Kelly Kreber exited the meeting at 8:55 a.m.

Gary Bogenrief exited the meeting at 8:56 a.m.

Mark Monson moved the Executive/Finance Committee return to an open session, seconded by Dan Bousquet. A roll call vote was conducted with 5 ayes and 0 nays Motion carried. [Unanimous]. The Executive/Finance Committee returned to an open session at 9:00 a.m.

Mark Monson moved to approve a very satisfactory performance evaluation of Executive Director Michelle Bostinelos, seconded by Lance Hedquist . Motion carried. [Unanimous]

- 10. OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Wednesday, March 12, 2025 at 7:30 a.m. in person at SIMPCO, 6401 Gordon Drive, Sioux City, Iowa, with the Zoom option.
- 11. ADJOURNMENT:** *Dan Bousquet moved to adjourn the meeting, seconded by Mark Monson. Motion carried. [Unanimous] Chair Winkel adjourned the meeting at 9:10 a.m.*