

Minutes
Siouxland Interstate Metropolitan Planning Council (SIMPCO)
Board of Directors Meeting (#542)
Thursday, February 15, 2024, 12:00 p.m.
SIMPCO, 6401 Gordon Drive., Sioux City, Iowa

Members Present:

Jon Winkel, <i>Chair</i>	Mayor	Sergeant Bluff, 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
Gary Bogenrief	Council Member	North Sioux City, SD
Pat Bunt	Mayor	Marcus, IA
Robert Giese	Commissioner	Dakota County, NE
Tom Kimmel	Supervisor	Dakota Dunes, SD
Kelly Kreber	Mayor	Hinton, IA
Mark Monson	Planning & Zoning Commissioner	Sergeant Bluff, IA
Vince Phillips	Supervisor	Monona County, IA

Non-voting Members/Staff/Guests Present:

Dr Cyndi Hanson	Dean, Workforce Development	Northeast Comm. College South Sioux City, NE Sioux City, Iowa
Joshua Wright, CPA	King, Reinsch, Prosser (KRP)	SIMPCO
Michelle Bostinelos	Executive Director	SIMPCO
Erin Berzina	Regional Planning Director	SIMPCO
Joshua Bush	Finance Director	SIMPCO/SRTS
Brian Pearson	Transit Dir./Facilities Mngr.	SIMPCO
Sharon Burton	Executive Assistant	SIMPCO

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 February 15, 2024 regular meeting agenda.

Craig Anderson moved to approve the February 15, 2024 regular meeting agenda as presented, seconded by Ken Beaulieu. Motion carried. [Unanimous]

2. **APPROVAL OF MINUTES:**

a. Board of Directors Regular Meeting #541, December 14, 2023: Chair Winkel asked if there were any additions or corrections to the regular meeting minutes.

Mark Monson moved to approve the regular meeting minutes of December 14, 2023 as presented, seconded by Gary Bogenrief. Motion carried. [Unanimous]

3. **FY 2023 INDEPENDENT FINANCIAL AUDIT:** Joshua Wright, CPA and Audit Manager at King, Reinsch, Prosser (KRP) presented the fiscal year 2023 independent financial audit.

Mr. Wright provided an overview of the financial statements, supplementary information and audit results. He reported unmodified opinions were issued on the

financial statements and no material weaknesses in internal control over major federal award programs was disclosed.

The Executive/Finance Committee has reviewed the FY 2023 Independent Financial Audit and recommends approval as presented.

Gary Bogenrief moved to accept the recommendation of the Executive/Finance Committee and approve the FY 2023 Independent Financial Audit as presented, seconded by Mark Monson. Motion carried. [Unanimous]

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

a. Annual Board of Directors Meeting: Ms. Bostinelos reported the annual meeting is scheduled to be held at 5:30 p.m. on June 13, 2024, at the Cottonwood Conference Center, 4402 Dakota Avenue in South Sioux City, Nebraska. An award ceremony for members and a catered dinner will follow the meeting.

b. 69th Annual Siouxland/Washington Conference: Ms. Bostinelos reported the annual Siouxland Chamber trip to Washington D.C. is scheduled for April 17-18. Since SIMPCO will not be presenting priority issues to congressional members this year, she consulted with the Executive/Finance Committee as to whether staff should attend.

The Executive/Finance Committee recommended that at a minimum Executive Director Michelle Bostinelos and Transit Director Brian Pearson should represent SIMPCO at the 69th Annual Siouxland/Washington Conference, April 17-18.

Keith Radig moved to approve the recommendation of the Executive/Finance Committee and at a minimum have Executive Director Michelle Bostinelos and Transit Director Brian Pearson represent SIMPCO at the 69th Annual Siouxland/Washington Conference, seconded by Vince Phillips. No further discussion. Motion carried. [Unanimous]

5. **FINANCIAL UPDATE:**

a. December 31, 2023 / January 31, 2024 Financial Reports: Finance Director Joshua Bush provided an overview of the financial reports included in the meeting packet. Revenues for all SIMPCO Divisions total \$1,668,191 and expenditures \$1,108,294 for a balance of \$559,898 as of January 31, 2024.

Keith Radig moved to recommend to the Board of Directors approval of the December 31, 2023 / January 31, 2024 financial reports as presented, seconded by Pat Bunt. Motion carried. [Unanimous]

6. **SIMPCO and SRTS WEBSITE REBUILD:** Mr. Bush reviewed a breakdown of bids received and cost comparisons to update the website software. The recommendation of staff and the Executive/Finance Committee is to accept the bid received from Antidote. The SRTS Board of Directors reviewed the website bids and costs at their January meeting. They approved the bid received from Antidote and paying 50% of the total costs.

Keith Radig moved to approve the recommendation of staff and the Executive/Finance Committee to accept the bid received from Antidote as presented, seconded by Vince Phillips. No further discussion. Motion carried. [Unanimous]

7. **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.

Keith Radig moved to approve Board of Directors Chair Jon Winkel to sign on behalf of the Board of Directors the Code of Conduct Policy as presented, seconded by Craig Anderson. Motion carried. [Unanimous]

8. **COMMUNITY SERVICES CONTRACT:** Ms. Bostinelos provided an overview of contracts a. through d. The Executive/Finance Committee has reviewed all contracts presented and recommends approval.

a. City of Soldier, Iowa, to complete Code of Ordinances Update, Total \$3,120

b. City of Le Mars, Iowa, - Distressed Workforce Housing Needs Assessment, Total \$2,496

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve contracts a. and b. as presented, seconded by Vince Phillips. Motion carried. {Unanimous}

c. Plymouth County, Iowa to complete a Cherokee, Ida, Monona, Plymouth and Woodbury County(s) Regional Multi-Jurisdictional Hazard Mitigation Plan, Total \$137,670

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve contract c. as presented, seconded by Vince Phillips. Motion carried. {Unanimous}

d. Monona County, Iowa to administer a Port Infrastructure Development Program grant through the U. S. Department of Transportation Maritime Administration, Total \$125,000

Vince Phillips moved to accept the recommendation of the Executive/Finance Committee and approve contract d. as presented, seconded by Keith Radig. Motion carried. {Unanimous}

9. **ADMINISTRATION AGREEMENT:**

a. **Siouxland Regional Transit System (SRTS):** Ms. Bostinelos reported the agreement with SRTS for SIMPCO to provide administration and management of services has been reviewed by the attorney and recommended by the Executive/Finance Committee for approval. The SRTS Board of Directors reviewed and approved the agreement at their meeting held on January 25, 2024.

Keith Radig moved to accept the recommendation of the Executive/Finance Committee and approve the administrative agreement with SRTS as presented, seconded by Vince Phillips. Motion carried. [Unanimous]

10. **BUILD GRANT UPDATE:** Transit Director Brian Pearson reported the final closing documents should be ready for presentation to the Siouxland Regional Transit System (SRTS) Board of Directors at their March meeting.

11. **OTHER COMMENTS:** The next meeting is tentatively scheduled to be held on Thursday, March 14, 2024 at 12:00 p.m. in-person at SIMPCO, 6401 Gordon Drive, Sioux City, Iowa, with the Zoom option.
12. **ADJOURNMENT:** Gary Bogenrief *moved to adjourn the meeting, seconded by Keith Radig. Motion carried. [Unanimous]* Chair Winkel adjourned the meeting at 1:00 p.m.