

**SOUTHWEST IOWA PLANNING COUNCIL**  
**MEETING MINUTES**  
**Thursday, February 27, 2020**  
**Carson, Iowa**

**Call to Order.** Chair Parkhurst called the meeting to order at 1:30 p.m.

**Roll Call.** The following members were present: Terry Arentson, Alan Armstrong, Richard Crouch, Marilyn Drake, Deborah Frazee, Terry Graham, Dave Jones, Charlie Parkhurst, Susan Sheperd, Matt Smith, John Straight, Todd Valline, Frank Waters, and Brad Wright. A quorum was present. Staff present: Tammy DeBord, Alexis Fleener, Mark Lander, John McCurdy, and Rhonda Oliphant.

**Approve Agenda.** Jones moved to approve the agenda and Valline seconded. Members voted with all ayes.

**Nominating Committee Report.** Crouch gave the nominating committee report. All current officers, Chair Parkhurst, Vice Chair Valline, Treasurer Jones, and Secretary Struble, are willing and able to continue to serve another year. That is the committee's recommendation.

**Approve Second Representatives.** Armstrong moved to approve second representatives Dave Jones (Cass), Susan Sheperd (Fremont), Sherman Struble (Harrison), Brad Wright (Montgomery), AJ Lyman (Page), and Terry Arentson (Shelby). Arentson seconded the motion. The motion passed with all ayes.

**Approve At-Large Members.** Jones moved to approve the at large members Matt Smith, Deborah Frazee, and Todd Valline. Crouch seconded the motion. The motion passed with all ayes.

**Election of Officers.** Armstrong moved to approve Chair Parkhurst, Vice Chair Valline, Treasurer Jones, and Secretary Struble. Wright seconded and the motion passed with all ayes.

**Approve Minutes – December 5, 2019.** Waters moved to approve the minutes. Drake seconded. Members voted with all ayes.

**Approve Financial Reports.** Oliphant presented the financial report. Sheperd moved to approve the financial reports. Joens seconded the motion. Motion passed with all ayes.

**Approve Payment of Bills.** Arentson moved and Crouch seconded a motion to approve payment of the bills. Members voted with all ayes.

**Approve Agency Expenditures.** Lander presented an expenditure for a new motor for a 2011 Dodge Durango to receive a new motor for \$8,300.00. The Durango's body is in excellent condition. Arentson moved to approve and Armstrong seconded. The motion passed with all ayes.

**Discuss and Approve Depository Resolution.** Oliphant presented the resolution which outlines all banks and institutions SWIPCO/SWITA funds are deposited into. Wright moved to approve the depository resolution. Graham seconded. The motion passed with all ayes.

**Transit Report.** Lander reported:

- Miles – 166,383 (+17,190); Rides – 32,556 (+5,282); Hours – 10,372 (-69)
- Fiscal Year To Date : Miles 1,125,703 (-23,445); Rides 221,916 (+19,587); Hours 70,135 (-1,417)
- Increasing rides were: OSI (+1,000), Atlantic School (+200), Atlantic OSI (+600), and Council Bluffs Schools (+1,154)

**Planning Report.** Fleener reported, see attached.

**Housing and Southwest Iowa Housing Trust Fund Report.** DeBord reported, see attached.

**Business RLF Report.** McCurdy reported the second business to receive an RLF has paid off their loan as of February 18, 2020.

**Director's Report.** McCurdy reported, see attached.

**Public Comment Period.** None presented.

**Board Sharing.** Valline shared a training session will take place March 10 in Sidney for training volunteers in emergency situations. It is free to attend.

**Other Business.** None presented.

**Adjourn.** Valline moved to adjourn the meeting and Joens seconded. Chair Parkhurst adjourned the meeting at 2:36 p.m.

Sherman Struble, Secretary