

**SOUTHWEST IOWA PLANNING COUNCIL
MEETING MINUTES
Thursday, May 28, 2020
TELECONFERENCE**

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

Roll Call. The following members were present via teleconference: Terry Arentson, Richard Crouch, Marilyn Drake, Debora Frazee, Terry Graham, Dave Jones, Charlie Parkhurst, Donna Robinson, John Straight, Sherman Struble, 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. Struble moved to approve the agenda and Robinson seconded. Members voted with all ayes.

Approve Minutes – April 23, 2020. Joens moved to approve the minutes. Drake seconded. Members voted with all ayes.

Approve Financial Reports. McCurdy presented financial report. He noted that SWIPCO is on track with a lot of billing going out. SWITA is down due to COVID-19. SWITA does have a lot of capital revenue, however there are no busses to purchase currently. Robinson moved to approve the financial reports. Arentson seconded the motion. Motion passed with all ayes.

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

Presentation on Flood Disaster Recovery Program. Bill Stazzoni from Iowa Western Community College shared a two year grant program for \$1.7 million that will pay for up to six months of employment to a city or county for hiring displaced persons to do flood recovery related work. A flyer was distributed via email with Stazzoni's contact information.

Approve Agency Expenditures. Lander presented an expenditure for a sweeper for the shop and bus barn in Atlantic, as well as the facility in Council Bluffs. The floor in these buildings gets quite dirty and SWITA no longer employs shop assistants to clean. Five options were presented. Arentson moved to approve the purchase of option #1, IPC Eagle 1050 Compact Ride On Sweeper for \$12,397.00. Valline seconded the motion. The motion passed with 12 ayes, and Wright voting nay.

Review and Approve the Section 125 Plan. McCurdy presented the plan to the board. The plan is a requirement of the IRS. It states the pre-tax benefit deductions employees may take. Struble moved to approve the plan as presented and Robinson seconded the motion. The motion passed with all ayes.

Review and Approve Section 125 Plan Amendment related to flexible spending accounts and COVID 19 for CY2020. McCurdy presented the amendment to the board. The amendment allows employees to change their contribution to the plan in mid-year. In addition, it allows carryover of \$550 to December 31, 2021. Drake moved to approve the amendment as presented. Graham seconded and the motion passed with all ayes.

Discuss format of future meetings and Annual Meeting. McCurdy asked the board for their preference of continuing teleconference meetings due to COVID-19, or if the group would like to begin meeting in person again, with a teleconference option available for those who would like to continue to social distance. The board requested a survey be sent out with the board mailing for the June meeting to see how members would like to proceed. McCurdy also explained the Annual Meeting takes place in September per the by-laws and preparation would need to begin now if the group would like to maintain the traditional format. Given the unknowns with Covid-19, does the board wish to have a traditional meeting, or a regular meeting with the annual report presented. The group agreed to not have a traditional annual meeting, and would have a smaller meeting with board members in September.

Transit Report. Lander reported:

- Miles were 43,132 (-131,436), Rides were 5,543 (-27,017); and Hours were 2,890 (-7,774).
- Most of these can be accounted for by Glenwood Resource Center (1,964) and Workroutes (1,431)

Planning Report. Fleener reported, see attached.

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

Business RLF Report. McCurdy reported:

- None of the applications sent out have been returned.
- Iowa Agricultural Bio-Fibers is waiting for insurance reimbursement, then will re-pay their loan.
- EDA is offering an additional \$500,000 in loan funds with \$50,000 in administration. The funds would be a 0% interest loan to help businesses recovering from Covid-19.

Director's Report. McCurdy reported, see attached.

Public Comment Period. None presented.

Board Sharing. None presented.

Other Business. None presented.

Adjourn. Jones moved and Sturble seconded to adjourn the meeting. Chair Parkhurst adjourned the meeting at 2:44 p.m.

Sherman Struble, Secretary