

SOUTHWEST IOWA PLANNING COUNCIL

October 22, 2020, 1:30 p.m.
Atlas Atlantic Cinemas, 28 W. 5th St., Atlantic, Iowa
OR
Zoom
Meeting ID: 828 7231 8828
Passcode: 922944

Minutes

1. **Call to Order.** Vice Chair Valline called the meeting to order at 1:30 p.m.
2. **Roll Call.** Board Members present: Arentson, Frazee, Graham, Grobe, Jones, Lyman, Robinson, Sheperd, Straight, Struble, Valline, and Wright. Staff present: DeBord, Fleener, Lander, McCurdy, and Oliphant. Others Present: Dave Ginther and Darren Welsh with GBK. Clint Fichter with the city of Avoca.
3. **Approve Agenda.** Jones moved to approve the agenda and Wright seconded. The motion passed with all ayes.

*If any board member has a conflict of interest with any agenda items, please state your conflict of interest now.
4. **Accept and Place the Annual Audit on File.** Ginther and Welsh presented the draft audit for review. This is not the final version of the audit. The board took no action at this time.
5. **Approve Minutes – September 24, 2020.** Robinson moved to approved the minutes of the September 24, 2020 meeting. Struble seconded the motion. The motion passed with all ayes.
6. **Approve Financial Report.** Oliphant presented the report. Arentson moved to approve the report as presented. Struble seconded and the motion passed with all ayes.
7. **Approve Payment of Bills.** Oliphant presented the payment of the bills for review. Wright moved to approve the payment of the bills and Jones seconded. The motion passed.
8. **Approve Agency Expenditures.** None Presented.
9. **Discuss and Approve Bus Cleaning/Sanitizing Bids.** McCurdy presented four bids for bus sanitizing for review. McCurdy explained they would like to use BJ's and JBI full time and keep Loghry and Andrei for back up if needed. They were:
 - a. **BJ's Fleetwash.** Light Duty Bus (LD) \$28.50; Medium Duty (MD) Bus \$42.40; Car/Minivan \$15.00; Covid \$65.00; Exterior \$30.00.
 - b. **JBI.** LD \$45; MD \$75; Car/Minivan \$35.
 - c. **Loghry.** LD \$180; MD \$230; Car/Minivan \$75.
 - d. **Andrei's.** LD \$175; MD \$225; Car/Minivan \$75.
 - e. Graham moved to approve all four bids. Arentson seconded. The motion passed with all ayes.
10. **Discuss and Approve November/December Meeting Date.** The next normal meeting date of the SWIPCO Policy Council would be Thursday November 26, which is Thanksgiving Day. McCurdy recommended a joint November December Meeting Date of December 10. Struble moved to approve the meeting date for the next SWIPCO Policy Council meeting at Thursday December 10. Jones seconded the motion. The motion passed with all ayes.
11. **Discuss and Approve Staff and Driver Appreciation.** The SWIPCO Policy Council has provided a \$40.00 gift card to Hy Vee the last several years for staff and drivers in appreciation of their hard work the previous year. McCurdy recommended the same for this year. Robinson

moved to approve a \$40 gift card to Hy Vee for each driver and staff member. Sheperd seconded the motion. The motion passed with all ayes.

12. **Transit Report.** Lander reported.
 - a. Miles---154,631(-2,062) Rides---32,003(-1,257) Hours---8,370(-1,585)
 - b. One item to note September includes both July and August FWD numbers for CWI and there are a couple lease numbers that are currently outstanding our real September number should still be right around 30,000 rides with a reported number of close to 36,000.
 - c. Increasing Rides:
 - i. School Rides (9,934)
 - ii. Glenwood State school (3,300)in September
 - d. Decreasing so far in October:
 - i. Clarinda craft fair is cancelled.
 - ii. Glenwood State School has been not riding due to Covid in October.
 - iii. Work Routes are still down due to Covid.
13. **Planning Report.** Fleener reported, see attached.
14. **Housing and Southwest Iowa Housing Trust Fund Report.** Fleener reported, see attached.
15. **Business RLF Report.** McCurdy reported, see attached.
16. **Director's Report.** McCurdy reported, see attached.
17. **Public Comment Period.** None presented.
18. **Board Sharing.** McCurdy reported that Chair Charlie Parkhurst's brother passed away and a card would be sent to him from SWIPCO. In addition, Marilyn Drake, board member is ill and a card will be sent to her as well.
19. **Other Business.** None presented.
20. **Adjourn.** Valline adjourned the meeting at 2:46 p.m.

The members of the Southwest Iowa Planning Council Board are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. Due to the Public Health Emergency, it is not advised to have gatherings of more than 10 people. The meeting is being held by zoom originating from the SWIPCO office at 1501 SW 7th St., Atlantic, IA 50022. It is open to the public and those in attendance can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.