

SOUTHWEST IOWA PLANNING COUNCIL

February 24, 2022 1:30 p.m.
Atlantic Golf and Country Club, 102 W. 29th St., Atlantic, Iowa
OR via ZOOM
Meeting ID: 871 2369 5002
Passcode: 855320

MINUTES

1. **Call to Order.** Chair Valline called the meeting to order at 1:30 p.m.
 2. **Roll Call.** Members present: Grace Garrett, John Hartkopf, Charlie Parkhurst, John Straight, and Todd Valline. Members present via zoom: Terry Arentson, Alan Armstrong, Chris Clark, Richard Crouch, Lynn Grobe, AJ Lyman, Donna Robinson, Susan Sheperd, Matt Smith, Sherman Struble, and Brad Wright. Others present: Sharon McNutt, Mayor of Silver City. SWIPCO staff present: Tammy DeBord, Alexis Fleener, Mark Lander, Karen Mauer, John McCurdy, Rhonda Oliphant, and CJ Petersen.
 3. **Approve Agenda.** Parkhurst moved to approve the agenda and Struble 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. **Nominating Committee Report.** Robinson reported the nominating committee met via zoom earlier this week. They recommend the following slate of officers: Todd Valline, Chair; Alan Armstrong, Vice Chair; Terry Arentson, Treasurer; Sherman Struble, Secretary; and Charles Parkhurst, Past Chair.
 5. **Approve Second Representatives.** Robinson moved to approve the second representatives as follows: Grace Garrett, Cass; Susan Sheperd, Fremont; Sherman Struble, Harrison; Brad Wright, Montgomery; AJ Lyman, Page; and Terry Arentson, Shelby. Parkhurst seconded the motion. Motion passed with all ayes.
 6. **Approve At-Large Members.** Arentson moved to approve the At-Large representatives which includes Matt Smith, Debora Frazee, and Todd Valline. Armstrong seconded the motion. The passed carried.
 7. **Election of Officers.** Straight moved to elect Todd Valline, Chair; Alan Armstrong, Vice Chair; Terry Arentson, Treasurer; Sherman Struble, Secretary; and Charles Parkhurst Past Chair. Clark seconded. The motion passed with all ayes.
 8. **Approve Minutes – January 27, 2022.** Struble moved to approve the minutes and Robinson seconded. The motion passed with all ayes.
 9. **Approve Financial Report.** Wright moved to approve the financials and Struble seconded. The motion carried.
 10. **Approve Payment of Bills.** Parkhurst moved to approve the check list. Sheperd seconded. The motion passed with all ayes.
 11. **Approve Agency Expenditures.** McCurdy presented a request for an XRF Machine that is used to detect lead levels in surfaces. The current machine is over 10 years old and no longer operable. The machine was in the budget for the new Lead Reduction grant received. Two quotes were presented, one from Thermo Scientific Portable Analytical Instruments for \$13,410 for a reconditioned used machine and one from Viken for \$16,460 for a new machine. Staff is recommending the purchase of the Viken model because it has Bluetooth enabling which will allow the information to be sent to the inspectors computer and input into reports rather than

manually transferring the data. Wright moved to approve the purchase of the Viken XRF machine for \$16,460.00. Robinson seconded. The motion passed with all ayes.

12. Transit Report. Lander reported:

- a. Rides 27,638; Miles 129,291; Hours 8,054. These numbers do not include the FWD numbers for January and will increase considerably.
- b. There has been a considerable increase in the work route rides, mainly from the OSI-Council Bluffs route. 4,751 rides were done for OSI in January. Before the extra bus was added that number was 3,200-3,500 per month. These numbers will continue to rise as SWITA adds an additional second shift bus.
- c. SWITA will begin drawing on their ARPA (\$616,000) and CRSSA (\$1.4 million) federal funds for operating expenses in FY23.

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 he had been working with an applicant for a meat locker, however they were able to receive sole financing from a bank and no longer needed SWIPCO funds.

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

17. Public Comment Period. None presented.

18. Board Sharing. None presented.

19. Other Business. None presented.

20. Adjourn. Parkhurst moved to adjourn the meeting at 2:18 p.m. Straight seconded and the motion passed with all ayes.