

SOUTHWEST IOWA PLANNING COUNCIL

SWIPCO Policy Council Meeting

March 23, 2023, 1:30 p.m.

Atlantic Golf and Country Club (102 W. 29th St., Atlantic, IA) OR via Zoom

Minutes:

1. Call to Order. Chair Valline called the meeting to order at 1:31 p.m.

2. Roll Call. Jensen took roll call. Members present: Grace Garrett, Steve Green, Ron Kohn, Todd Maher (zoom), Susan Miller, Charlie Parkhurst, Jenna Ramsey (zoom), Donna Robinson, Susan Shepherd, John Straight, Sherman Struble, and Todd Valline. Alternates present: Brian Bills. Staff members present: John McCurdy, Erin Hudson, Mark Lander, Rhonda Brown, Karen Mauer, and Mindy Jensen. Others Present: Tracee Knapp for Congressman Nunn.

3. Discuss/Approve Agenda. Valline discussed that the agenda should be amended to add to #9 the wording that this is resolution 2023-1. Parkhurst moved to approve the agenda; Shepherd seconded. The motion passed with all ayes.

4. Discuss/Approve Minutes – February 23, 2023. Robinson moved to approve the minutes. Struble seconded. The motion passed with all ayes.

5. Financial Report. Brown presented the financial report for December. Brown presented the financial report for January and February for information purposes only because not all payroll information is available due to the change to the Proliant payroll system and members discussed. Parkhurst moved to approve the December financial report; Garrett seconded. The motion passed with all ayes.

6. Payment of Bills. Brown presented payment of bills and members discussed. Struble moved to approve the payment of bills; Green seconded. The motion passed with all ayes.

11. Agency Expenditures. Lander presented a proposal to purchase 2 used transit buses and requested spending authority of \$100,000 to purchase these buses. Lander shared that new buses are not being manufactured at a rate sufficient to fulfill our current grant awards in a timely manner, so SWITA needs to add vehicles to its fleet by purchasing some quality used vehicles. Struble moved to approve the spending authority of \$100,000 to purchase 2 used transit buses; Parkhurst seconded. The motion passed with all ayes.

12. Discuss/Set Public Hearing date and time for FY24 Iowa DOT Consolidated Funding Application. Robinson moved to approve setting the public hearing date and time for FY24 Iowa DOT Consolidated Funding for April 27, 2023, at 1:30pm; Struble seconded. The motion passed with all ayes.

9. Discuss/Approve Resolution 2023-1 to remove Alexis Fleener from SWIPCO signature authority and add Erin Hudson, Community Development Director to signature authority for bank accounts. Parkhurst moved to approve Resolution 2023-1; Struble seconded. The motion passed with all ayes. Valline, Board Chairman, and Struble, Board Secretary, signed resolution.

10. Discuss/Approve Executive Director Annual Compensation. Valline presented that the board met on March 22, 2023, to discuss. Valline reported that the board recommended an annual compensation increase of 7.5%. Green moved to approve the Executive Director Annual Compensation 7.5% increase; Garrett seconded. The motion passed with all ayes.

11. Discuss/Approve Driver Weather Leave Policy Change. McCurdy presented the change to employee handbook severe weather or other emergencies policy that would stay the same for office staff, but full-time drivers shall be allocated 16 hours of severe weather/emergency leave on January 1 of each

year. Green moved to approve the Driver Weather Leave Policy Change; Struble seconded. The motion passed with all ayes.

12. Annual board member code of conduct acknowledgement. McCurdy presented the SWIPCO Code of Conduct policy and asked that all board members sign acknowledgement. McCurdy asked that the members not present in person today get this document signed and returned prior to the next meeting.

13. Transit Report. Lander reported the estimated numbers for February: Rides 39,000; Miles 165,000; Hours 9,800. These numbers do not include FWD numbers. Lander reported that these are good numbers for the month and that GRC numbers stayed about the same. Lander shared that ridership statewide has decreased since Covid, but SWITA continues to increase. Lander shared that this increase is due to increased work routes and the FWD program.

14. Planning Report. Hudson presented a full project list and discussed projects that are up and running right now. See attached project list.

15. Housing and Southwest Iowa Housing Trust Fund Report. Hudson presented. See attached Housing and Housing Trust Fund Report.

16. Business RLF Report. McCurdy presented and shared that he has been contacted by a couple small businesses potentially looking to submit a business plan and application. McCurdy shared that BNK Trucking is still working on selling their trucks.

17. Director's Report. McCurdy presented and shared that this will be his tenth year as Executive Director at SWIPCO. McCurdy shared that he met with Essex, Red Oak, and Griswold recently. McCurdy also discussed that he was in DC last week for congressional delegation. McCurdy also shared that he presented and answered questions at the Pacific Islander Community Townhall Meeting at the community building that was put together by public health.

18. Public Comment Period. None

19. Board Sharing. None

20. Other Business. None

21. Adjourn. Chair Valline adjourned the meeting at 2:36 p.m.

EXPENDITURE REQUEST

With the recent total loss of a relatively new SWITA bus, 2117, and ongoing demands on our system—but new buses not being manufactured at a rate sufficient to fulfill our current grant awards in a timely manner, we do need to add vehicles to our fleet by purchasing some quality used vehicles.

We anticipate receiving \$30,000-\$50,000 in insurance proceed from 2117, but that will not be known until the vehicle is released by the Iowa State Patrol.

Mark has researched and most vehicles that meet our needs and don't look like total junkers are in the \$40-\$60,000 range.

Attached are two examples of vehicles that meet our needs. Obviously, with used vehicles inventory is changing all the time. If we were to purchase these two vehicles the cost would be \$92,899. We are requesting spending authority of \$100,000 in order to purchase 2 used transit buses of similar size and quality.

NORTHWEST
BUS SALES, INC.

35207 Pacific Highway South Federal Way, WA 98003
 306.231.7099
 253.845.9384 Fax
 Hours: Mon - Fri 9:00am - 5:00pm

2010 Ford Ameritrans 19 Passenger + 2 Wheelchair Shuttle Bus - S34252



Price: \$39,999

Stock #: S34252

Vehicle Highlights:

- Only 67k Miles!
- Overhead Parcel Racks!
- Rear Wheelchair Lift
- Retractable Seat Belts

Dimensions:

- Exterior Length: 28ft
- Interior Length (Driver Seat to Back Wall): 19ft
- Interior Width: 7ft 8in
- Interior Height: 6ft 8in

Additional Information

Stock #	S34252
Price	\$39,999
Condition	Used
Status	In Stock – Seattle, WA Location
Capacity	19 Passengers + 2 Wheelchairs
Wheelchair Accessible (ADA)	Yes
Storage	No
Canadian Admissible	No
Odometer	67,186
Year	2010
Make	Ameritrans
Model	28
Chassis	Ford E450 Super Duty Chassis with Dual Rear Wheels
Engine	Triton 6.8 Liter V10 Gas Engine
Fuel Type	Gas
Transmission	Automatic
Brake Type	Hydraulic Brakes
GVWR	14,500 lbs.
Seats	Aisle Seat Grab Handles, Aisle Side Arm Rests, Mid Back
Seat Belts	Retractable
Air Conditioning	Driver and Passenger Air Conditioning
Heat	Driver and Passenger Heater
Wheelchair Lift	Ricon
Media	AM/FM Stereo w/CD
Misc. Options & Features	Bonded Windows, Interior Overhead Parcel Racks, Rear Access Door
CARB Compliant Diesel	No

[More Images](#)



2019 STARCRAFT STARLITE 22



INFORMATION

No Description is Available for this Unit

PHOTOS



HIGHLIGHTS

- **Retail Price** \$52,900.00
- **Condition** Pre-Owned
- **Stock Number** 1129930
- **Year** 2019
- **Make** Starcraft
- **Model** Starlite 22
- **Color** White
- **Engine** 3.7L V6
- **Mileage** 89520
- **Wheelchair** 3
- **Chassis** Ford T350
- **Fuel Type** Gas
- **Status** Available
- **Capacity**

SPECIFICATIONS

chassis
 luggage capability
 passenger capacity

Ford T350
 Walker Rack
 8

SWIPCO BOARD MEETING—March 23, 2023

HOUSING REPORT:

- CDBG Projects
 - Rehabilitation
 - Afton, Creston, Greenfield, Lamoni, & Mount Ayr
 - COMPLETED: Dexter, Fontanelle, Osceola
- Lead Abatement (HUD)
 - 9 applications in process
 - 3 in verification
 - 2 inspections completed; 4 homes ready for inspection
- Council Bluffs CDBG
 - 68 inspections to date
 - 49 completed
- RENTAL INSPECTIONS
 - Red Oak, Missouri Valley, Malvern, Walnut
- BUILDING PERMITS
 - Red Oak – underway
- DANGEROUS BUILDING INSPECTIONS
 - ongoing
- DISASTER RECOVERY NEW CONSTRUCTION
 - Woodbine – 40 units
 - Logan – 3 units
 - Glenwood – 40 units
 - Malvern – 44 units
 - Tabor – 6 units
 - Hamburg – 40 units

HOUSING TRUST FUND:

- SMALL REPAIR PROJECTS
 - 2022 IFA
 - Assisted 23 HOA applicants
 - 5 projects completed
 - 13 projects in process
 - 4 demo projects awarded in Red Oak
 - 2023 IFA
 - Assisted 4 HOA applicants, 6 in process
 - \$35,000 available in demo funds
 - IOWA West
 - 9 projects completed
- DEMO
 - Wiota – ready for demolition/burn
 - Red Oak – asbestos inspection completed

Code	Type	Project Name
Planning/ Contract Services		
1569	Comp Plan	Villisca Comp Plan
1570	Comp Plan	Montgomery County Comp Plan
1571	Comp Plan	Red Oak Strategic Comp Plan
1439	Comp Plan	Glenwood Comp Plan and Zoning
1253	Fremont County HMP	Fremont County Hazard Mitigation Plan
1647	Page County HMP	Page County Hazard Mitigation Plan
1960	Super Code of Ordinances	update when we get new contracts
1960	Code of Ordinances and Zoning	PJ
1945	Code of Ordinances and Zoning	Hamburg
1646	Zoning	Essex
1738	Zoning	Walnut
1377	Zoning	Missouri Valley
1380	Zoning	Dunlap
1158	Code of Ordinances	Lewis
1350	Code of Ordinances	Modale
1358	Code of Ordinances	Dunlap
1361	Code of Ordinances	Mondamin Code
1365	Code of Ordinances	Persia Code of Ordinances
1424	Code of Ordinances	Hastings Code of Ordinances
1427	Code of Ordinances	Henderson City Code
1431	Code of Ordinances	Malvern Code of Ordinances
1642	Code of Ordinances	Braddyville Code of Ordinances
1849	Code of Ordinances	Panama Code
1997	RPA ADMIN	RPA Grant Funding
1950	TPWP	RPA Grant Funding
1951	PPP	RPA Grant Funding
1952	L RTP	RPA Grant Funding
1953	TIP	RPA Grant Funding
1954	PTP	RPA Grant Funding
1955	SPECIAL	RPA Grant Funding
	RPA	RPA Local Match
1905	EDA	EDA Federal Grant
1938	EDA COVID Planning	EDA COVID Planning/County Economic Development Orgs Coordination
1939	RLF EDA	EDA COVID
1980	RLF EDA	
1968	RLF USDA	
Community Development		
1179	CD Grant Admin	Atlantic/AMU Water
1181	CD Grant Admin	Lewis Sewer- Lagoons
1254	application	Tabor DTR Application
1449	CD Grant Admin	Henderson Water
1566	CD Grant Admin	Villisca Water
1568	CD Grant Admin	Stanton DTR
1567	CD Grant Admin	Elliott Sewer
1645	CD Grant Admin	Clarinda Community Facilities
1182	CD Grant Admin	Atlantic Upper Story Housing
1237	application	Randolph Wastewater CDBG App
1248	CD Grant Admin	Randolph Sewer
1860	CD Grant Admin	Harlan Sewer CDBG Application
1374	CD Grant Admin	Mondamin Water
4528	CD Grant Admin CV	Corning Façade
4529	CD Grant Admin CV	Creston Micro Enterprise
1183	CD Grant Admin CV	Atlantic Food Pantry
1378	CD Grant Admin CV	Missouri Valley Upper Story Housing
1184	CD Grant Admin CV	Atlantic Façade
1379	CD Grant Admin CV	Logan Façade

1740	CD Grant Admin CV	Walnut Facades
1185	CD Grant Admin CV	Wiota Facades
1255	CD Grant Admin	Sidney Neighborhood Revitalization Planning
4530	CD Grant Admin	Creston Neighborhood Revitalization Planning
4531	CD Grant Admin	Corning Neighborhood Revitalization Planning
	Flood Recovery/Contract Services	
1373	CD Grant Admin	Modale Lagoon
1247	CD Grant Admin	Hamburg Wells
1249	19-DRH-009	Hamburg DRH-009 Subdivision
1250	19-DRH-003	Tabor DRH 621 Main
1251	19-DRH-002	Tabor DRH 624 Center
1252	19-DRH-001	Tabor DRH 509 Sherman
1375	19-DRH-010	Woodbine DRH-010 Subdivision
1376	19-DRH-012	Logan DRH-012 Ventures
1440	19-DRH-007	Glenwood (1001 N Linn)
1441	19-DRH-006	Glenwood (306 N Locust)
1442	19-DRH-005	Glenwood (210 Valley St)
1443	19-DRH-004	Glenwood (406 N Myrtle)
1444	19-DRH-003	Glenwood (101-103 Maplewood)
1445	19-DRH-002	Glenwood (308 N Hazel)
1446	19-DRH-001	Glenwood (712 Lofts)
1448	19-DRH-008	Glenwood (Bur Oak)
1450	19-DRH-011	1450 Malvern DRH-011 Nigro/Paulsen
1451	19-DRH-013	1451 Malvern DRH-013 Kester/Horton
1452	19-DRH-016	1452 Glenwood DRH 110 Nuckolls
1453	19-DRH-000	1453 Glenwood DRH-018 Subdivision
1945	Flood	EDA Flood Coordination
	Housing/Contract Services/Grant Admin	
3959	Housing IFA Grant Admin	2021 IFA
3960	Housing IFA Grant Admin	2022 IFA
3961	Housing IFA Grant Admin	2023 IFA
3972	Iowa West Foundation	Home Repair
1941	HUD LEAD Grant	
1917	HUD LEAD Direct	
4510	Housing CDBG Grant Admin5306.34	Afton-20-HSG-016 Rehab GA
4511	Housing CDBG Contract Services	Afton-20-HSG-016 Rehab TS
4512	Housing CDBG Grant Admin	Creston 20-HSG-018 Rehab GA
4513	Housing CDBG Contract Services	Creston 20-HSG-018 Rehab TS
4514	Housing CDBG Grant Admin	Dexter-19-HSG-005 Rehab GA
4515	Housing CDBG Contract Services	Dexter-19-HSG-005 Rehab TS
4516	Housing CDBG Grant Admin	Fontanelle-19-HSG-008 Rehab GA
4517	Housing CDBG Contract Services	Fontanelle-19-HSG-008 Rehab TS
4518	Housing CDBG Grant Admin	Greenfield-20-HSG-020 Rehab GA
4519	Housing CDBG Contract Services	Greenfield-20-HSG-020 Rehab TS
4520	Housing CDBG Grant Admin	Lamoni-21-HSG-010 Rehab GA
4521	Housing CDBG Contract Services	Lamoni-21-HSG-010 Rehab TS
4522	Housing CDBG Grant Admin	Leon-19-HSG-014 Rehab GA
4523	Housing CDBG Contract Services	Leon-19-HSG-014 Rehab TS
4524	Housing CDBG Grant Admin	Mount Ayr-21-HSG-013 Rehab GA
4525	Housing CDBG Contract Services	Mount Ayr-21-HSG-013 Rehab TS
4526	Housing CDBG Grant Admin	Osceola-20-HSG-021 Rehab GA
4527	Housing CDBG Contract Services	Osceola-20-HSG-021 Rehab TS
1562	Housing CDBG Grant Admin	Villisca CDBG Hsg Rehab
3562	Housing CDBG Contract Services	Villisca Technical Services
1735	Housing CDBG Grant Admin	Walnut CDBG Hsg Rehab Grant Admin
3735	Housing CDBG Contract Services	Walnut Tech Svcs
1853	Housing CDBG Grant Admin	Harlan CDBG Housing Rehab Grant Admin
3853	Housing CDBG Contract Services	Harlan Tech Svcs
1565	Housing CDBG Grant Admin	Stanton CDBG Housing Rehab Grant Admin

3565	Housing CDBG Contract Services	Stanton Tech Svcs
1381	Lead Testing Services	Missouri Valley Lead Testing Svcs
1368	Inspections Contract Services	MO Valley Rental Prop Inspections
1541	Inspections Contract Services	Red Oak Rental Prop Inspections
1542	Inspections Contract Services	RO Building Code Inspections
1563	Inspections Contract Services	Red Oak City Ordered Inspections
1736	Inspections Contract Services	Walnut City Ordered Inspections
1737	Inspections Contract Services	Walnut Rental Prop Inspections
1851	Inspections Contract Services	Defiance Rental Prop Inspections
1854	Inspections Contract Services	Defiance City Ordered Inspections
1436	Inspections Contract Services	Malvern Rental Inspections
3701	Inspections Contract Services	Council Bluffs CDBG Hsg Inspections
1156	DDB Contract Services	Anita DDB
1171	DDB Contract Services	Lewis Inspections
1355	DDB Contract Services	Woodbine DDB
1426	DDB Contract Services	Silver City DDB
1432	DDB Contract Services	Glenwood DDB
1635	DDB Contract Services	Shenandoah DDB
1640	DDB Contract Services	Yorktown DDB
1729	DDB Contract Services	Oakland DDB
1733	DDB Contract Services	Walnut DDB
1835	DDB Contract Services	Irwin DDB
1855	DDB Contract Services	Defiance DDB
1988	Inspections Contract Services	Bedford Inspections \$60/hr.
1925		DDB Inspects
1940		H2A Inspects

