

SOUTHWEST IOWA PLANNING COUNCIL
SWIPCO Policy Council Meeting

September 28th, 2023, immediately following annual meeting, approximately 1:15 PM.
Hamburg Fire Station, 711 Main St, Hamburg, IA 51640
In-Person Only Meeting

AGENDA

1. **Call to Order.** Chair Valline called the meeting to order at 1:37 p.m.
2. **Roll Call.** Parks took roll call. Members present: Terry Arentson, Chris Clark, Grace Garrett, Steve Green, Todd Maher, Susan Miller, Donna Robinson, Susan Shepherd, Sherman Struble, Todd Valline. Staff members present were Rhonda Brown, Karen Mauer, Mark Lander, Chris Parks, Dee Holtz, Ashley Hayes, Erin Hudson, and John McCurdy.
3. **Discuss/Approve Agenda.** Struble moved to approve the agenda. Green seconded. The motion passed with all ayes.
4. **Discuss/Approve Minutes – 7-27-2023 Policy Council Meeting.** Arentson moved to approve minutes. Robinson seconded. The motion passed with all ayes.
5. **Discuss/Approve Minutes – 8-24-2023 Executive Committee Meeting.** Arentson moved to approve the minutes. Struble seconded. The motion passed with all ayes.
6. **Discuss/Approve Minutes – 9-7-2023 Policy Council Meeting.** Robinson moved to approve the minutes. Miller seconded. The motion passed with all ayes.
7. **Discuss/Approve Financial Report (June and July).** Rhonda Brown shared that the overall bottom line will appear a little bit more on the positive side with the audit still being finalized. Struble moved to approve the report. Garrett seconded. The motion passed with all ayes.
8. **Discuss/Approve Payment of Bills.** Arentson moved to approve payment of bills. Green seconded. The motion passed with all ayes.
9. **Discuss/Approve Agency Expenditures**
 - a. **Building Crafts Pay Application #4.** Director McCurdy said \$70,680 payment is on par with work that has been done on building addition to date. Green moved to approve pay application. Robinson seconded. The motion passed with all ayes.
 - b. **Authorize Transit to Purchase 3 used vehicles for a total amount not to exceed \$159,000.** Transit Director Lander shared that he has found three used buses that in good shape and mileage to purchase. There was some money left over from a previous buy that fell through so he was asking for this lower amount to meet the cost of these three. Miller moved to approve the purchase. Shepherd seconded. The motion passed with all ayes.
10. **Discuss/Approve Order for New Transit Vehicles.** Transit Director Lander discussed some changes with purchase orders from the DOT that will allow SWITA to order 5 new buses now and get

additional funding to cover increased costs later. He advised that purchases should be made now to get in line with wait times being 18-24 months on production. He said he expects many other purchase orders to be coming down the pike soon as well. Arentson motioned to approve the purchase order. Struble seconded. The motion passed with all ayes.

11. **Discuss/Approve Depository Resolution.** Setting of max fund deposit amounts for designated institutions. Garrett moved to approve. Robinson seconded. The motion passed with all ayes.

12. **Discuss/Approve Employee Policy Handbook Amendment to Section 8, adding facilities to SWIPCO's designated healthcare provider list.** Some changes made with institutions moving their primary location. Change from Mercy to Jenny Edmundson in Council Bluffs. Green moved to approve. Miller seconded. The motion passed with all ayes.

13. **Discuss/Approve Amendments to SWIPCO's transit drug and alcohol policy, adding certain covered employees in Attachment A, and updating agency Designated Employer Representative in Attachment B.** Some position titles added to drug and alcohol policy and Karen Mauer added as an Employer Representative. Robinson moved to approve. Arentson seconded. The motion passed with all ayes.

14. **Public Comment Period.** None.

15. **Board Sharing.** None.

16. **Other Business.** None.

17. **Adjourn.** Arentson moved to adjourn. Robinson seconded. Chair Valline adjourned the meeting at 2:01 p.m.