

SIGN UP SHEET

October 18, 2018

	NAME	COUNTY	Email
	Dale Arends	BV County	arendsdale@yahoo.com
✓	Keri Navratil <i>Dave Denzinger</i>	BV County	navratil@stormlake.org
	Dennis Weber	BV County	theweb@alta-tec.net
	Rhonda Ringgenberg	BV County (alternate)	ring1@iw.net
	Joe Skow	Clay County	trooperj@smunet.net
↙	George Moriarty	Clay County	atlargemoriarty@spenceriowacity.com
	Kristi Franker	Clay County	kristi@farmerstrust.com
X	W.C. Leupold	Dickinson County	wcleupold@mchsi.com
	Gregg Owens	Dickinson County	gregg.owens@cityofspiritleake.org
✓	Clark Reekers	Dickinson County	creekers@co.dickinson.ia.us
	Jim Jenson	Emmet County	
✓	Penny Clayton	Emmet County	pclayton@cityofestherville.org
✓	Tim Schumacher	Emmet County	tschumacher87@yahoo.com
✓	Merle Koedam	Lyon County	koedam@alliancecom.net
✓	Steve Simons	Lyon County	ssimons@co.lyon.ia.us
	Jordan Kordahl	Lyon County	city@rockrapids.com
✓	John Steensma	O'Brien County	jsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeut@tcaexpress.net
	Marjean Westerman	O'Brien County	mwesterman@evertek.net
✓	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
✓	Mike Earll	Osceola County	mearll@osceolacoia.org
✗	Mike Schulte	Osceola County	ssmobile@nethct.net
	Roger Faulstick	Palo Alto County	rfaulstick@mchsi.com
		Palo Alto County	
		Palo Alto County	
✓	Al Bloemendaal	Sioux County	abloem@mtcnet.net
	Duane Feekes	Sioux County	cityadmin@orangecityiowa.com
	Don Schreur	Sioux County	



NORTHWEST IOWA PLANNING & DEVELOPMENT COMMISSION

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AGENDA

Northwest Iowa Planning and Development Commission

October 18, 2018 9:30 AM *

Governmental Services Building Conference Room, 217 W 5th Street, Spencer, IA

1. NWIPDC Policy Council
 - I. Call Meeting to Order
 - II. Approve September Minutes
 - III. Communications
 - IV. Treasurer's Report Through September
 - V. Approval of Bills Paid Since Last Meeting
 - VI. Old Business
 1. WIOA Report
 2. Planning Division Report
 3. Contract Status Report
 - VII. New Business
 1. Miscellaneous
 - VIII. Set Next Meeting Date and Adjournment

NWIPDC Committees

2017-2018

EXECUTIVE

Dennis Weber (B.V.)
George Moriarty (Clay Cities)
Clark Reekers (Dickinson)

Penny Clayton (Emmet Cities)
Merle Koedam (Lyon Co)
Marjean Westerman (O'Brien)
Mike Schulte (Osceola Co)

Open (P.A. Cities)
Don Schreur (Sioux)

* Committee Changes

PERSONNEL

Keri Navratil (B.V.Cities)
Joe Skow (Clay County)
Gregg Owens (Dickinson
Cities)

Tim Schumacher(Emmet Co)
Steve Simons (Lyon)
John Steensma (O'Brien)
Glenn Anderson(Osceola
Cities)

Roger Faulstick (P.A County)
Duane Feekes (Sioux Cities)

EDA/CEDS

Dale Arends (B.V. County)
Kristi Franker (Clay)
W.C.Leupold (Dickinson Co)

James Jenson (Emmet)
Jordan Kordahl (Lyon Cities)
Jim Zeutenhorst (O'Brien)
Mike Earl (Osceola Co)

Open (Palo Alto)
Al Bloemendaal (Sioux Co)

NWIPDC Officers 2017 – 2018

Chairman
Vice Chairman
Secretary/Treasurer

Steve Simons
Glenn Anderson
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting
September 20, 2018

The meeting was called to order by Chairman Steve Simons at 9:43 AM after a short FastAct Regional Planning Affiliation meeting. Present at the meeting were:

Buena Vista County:	Dale Arends
Clay County:	Joe Skow
Dickinson County:	W.C. Leupold and Clark Reekers
Emmet County:	Tim Schumacher
Lyon County:	Steve Simons and Merle Koedam
O'Brien County:	John Steensma
Osceola County:	Mike Schulte, Mike Earll and Glenn Anderson
Palo Alto County:	Roger Faulstick
Sioux County:	Al Bloemendaal

Others attending were: Ted Kourousis, Executive Director, Steve Hallgren, Val Bonney, Kristin Larsen, Darren Bumgarner, Erin Pingel and Jackie Huckfelt, NWIPDC staff.

The minutes of the June meeting were presented for approval. A motion was made by Anderson, seconded by Arends to approve the minutes. Motion carried.

Communications. None.

The Treasurer's report for August reflected a cash balance of \$283,477.13. A motion was made by Schumacher, seconded by Earll to approve the report as read. Motion carried.

The bills, paid since the last meeting, were presented for approval. A motion was made by Arends, seconded by Koedam to approve the bills as written. Motion carried.

Old Business

1. WIOA Report. Bonney gave the following report:

The State Realignment Committee met on June 8th. A committee of community colleges presented two alternative structures. The realignment committee voted to go with the community college proposed structure to utilize a four region scenario. The boundaries for the four regions were not defined. The State Workforce Board met on June 27th with the realignment/restructuring on the agenda. The recommendation from the realignment committee was not brought forth and it was suggested that the two region scenario is the only scenario the State can afford. There was much discussion with the state board voting to return this discussion to the realignment committee for review and recommendation. Since that point in time, the State has submitted several waivers to the Dept. of Labor that will affect realignment. One waiver has to do with the one-stop operator. IWD is requesting to eliminate the requirement that the one-stop operator be located in

the local area. This would allow the one-stop operator to serve more than one area. The other waiver is the Administrative Cost Arrangements waiver. This waiver allows local areas to establish administrative costs without being part of a local planning region. This will allow regions to share hiring a board director to save funds. The state has put the realignment on hold until such time as DOL has time to respond to the waivers. It is expected it will be on hold at least through November.

The summer youth employment program called the Supervised Career Preparation Program (SCPP) has ended with roughly Ninety youth participating. Youth were eligible to earn high school and possibly college credit for participating in this six week work experience. The employers pay the wages for the youth work experience.

The Region 3-4 Workforce Development Board and Chief Elected Officials will meet on September 27th at 9:30 a.m. here at the IowaWORKS Center, Room B. The boards will elect officers; hear reports on realignment, regional sector boards, core partner activity and one-stop programs. In addition future meeting dates will be set, the Youth Standing Committee Members will be reviewed and a report on the Disability Access Committee will be provided.

2. Planning Division Report. Hallgren gave the following report:

Community Catalyst Building Remediation grant program – this program was well received last year. There are upcoming trainings sponsored by IEDA for this state funded grant program. If the funding stays the same as last year, there will be an anticipated \$1 million statewide for these Community Catalyst grants. A percentage of the entire grant fund statewide is earmarked for very small cities of less than 1,500 in population. The informational workshops closest to the NWIPDC region for this grant program are:

- October 2nd – Storm Lake City Hall 4-6 p.m.
- October 3rd – City of Clear Lake 1-3 p.m.

Hallgren informed the Board that staff is working on several CDBG infrastructure grant applications with the proposed projects being submitted in the following timeframes:

- City of Milford – submitting a sewer/stormwater sewer infrastructure project on October 1st
- City of Everly – proposing to submit a wastewater treatment project on January 1st
- City of Lake Park – proposing to submit a water treatment and water main project on January 1st

Hallgren also informed the Board that the housing Planner is working on several grant applications for spring 2019 and the remaining Planners are also working on several CDBG Community Facility projects for spring 2019.

Hallgren noted that he and Ted Kourousis, Executive Director, both attended the Northwest Iowa Developers Annual Meeting in Sheldon at the invitation of Steve Simmons. Hallgren thanked Steve Simons for the invitation and commented that both he and Ted thought it was a good meeting at a great facility.

Hallgren commented that at the NW Iowa Developers meeting, he was visiting with Randy Hildreth, NW Iowa Regional Director for USDA Rural Development. Hallgren stated that Mr.

Hildreth indicated there are available loan and grant funds still available for USDA's Community Development programs. There is some funding remaining (mostly loan dollars) in the water and sewer infrastructure projects; however, Mr. Hildreth commented that there is a larger percentage of remaining grant and loan funds available for Community Facility type projects including daycare centers, hospitals, fire stations, etc.

Hallgren provided a brief update on housing program status. Hallgren informed the Board that projects are well underway with the CDBG Housing Rehabilitation projects in Spencer and Albert City. Also, staff is working to begin the first phase of the CDBG Housing Rehabilitation project in Ruthven that was funded this past summer. In regards to the Northwest Iowa Regional Housing Trust Fund, staff is working with the participating counties to close out allocated funds from FY 2016 and FY 2017. Staff is anticipating opening up the FY 2018 funding by the end of this year and welcoming Clay County into the allocation of regional housing trust fund projects. Lastly, staff is already working on completing the application for FY 2019 funding for the regional housing trust fund.

Hallgren provided a brief overview of the newest NOIs (Notice of Interests) from Iowa Homeland Security for FEMA disaster funding under the Hazard Mitigation Grant Program (HMGP). The State is now accepting NOIs for eligible hazard mitigation planning and projects including, but not limited to, tornado safe rooms, acquisition and/or removal of structures in a flood plain, flood related projects, storm water management projects, development of multijurisdictional hazard mitigation plans and plan updates, etc.

3. Contract Status Report. There were five contracts presented for informational purposes only.

New Business

1. IPAIT Discussion. Kourousis stated that he and Huckfelt met with Dan Zomermaand from IPAIT (Iowa Public Agency Investment Trust) to talk about possibly moving some of our funds. Their rate of return is quite a bit higher than the banks are. Kourousis handed out a sheet of frequently asked questions. After some discussion, a motion was made by Bloemendaal, seconded by Anderson to invite Zomermaand to the next meeting to present and answer questions. Motion carried.

2. Miscellaneous. None

With there being no more discussion, the next meeting was scheduled for October 18, 2018 at 9:30 AM. A motion to adjourn was made by Bloemendaal, seconded by Steensma. Motion carried. The meeting adjourned at 10:19 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

TREASURER'S REPORT
CASH IN BANK
9/30/18

CASH ON HAND 8/31/18	\$212,943.23
Receipts	75,557.48
Disbursements	102,257.25
CASH ON HAND 9/30/18	\$186,243.46

Reimbursements to NWIPDC

WIOA	35,467.54
EDA	9,994.00
SHIELD	10,022.51
HAZMAT	402.86
HOUSING TRUST FUND	6,857.85
SCHOOL TO WORK	960.53
CASH BALANCE 9/30/18	\$249,948.75

Check	Date	Vendor	Description	Amount
494	9/25/2018	Farmers Trust & Savings (HSA)	HSA Deposits	\$2,543.68
495	9/28/2018	Farmers Trust & Savings Bank	Payroll Taxes	\$7,444.71
496	9/28/2018	Iowa Public Employee Retirement	IPERS	\$9,814.16
498	9/28/2018	State of Iowa Treasurer	State Taxes	\$1,551.00
499	10/12/2018	Farmers Trust & Savings Bank	Payroll Taxes	\$7,444.72
500	10/12/2018	State of Iowa Treasurer	State Taxes	\$1,551.00
26901	9/28/2018	Advanced Systems, Inc	Copies	\$694.43
26902	9/28/2018	AFLAC	Insurance	\$575.92
26903	9/28/2018	Carrie Turnquist	RWDB Travel	\$39.60
26904	9/28/2018	Delta Dental of Iowa	Dental Insurance	\$953.04
26905	9/28/2018	Diane Twait Nelsen	RWDB Travel	\$44.55
26906	9/28/2018	Erin Pingel	Planner	\$35.06
26907	9/28/2018	Greg VerSteeg	RWDB Travel	\$58.41
26908	9/28/2018	Insurance Associates	Agency Insurance	\$7,859.00
26909	9/28/2018	Janet Dykstra	RWDB Travel	\$54.45
26910	9/28/2018	Kansas City Life Insurance	Life Insurance	\$124.96
26911	9/28/2018	Kristin Hanson	RWDB Travel	\$26.73
26912	9/28/2018	Petty Cash	Meetings/ Postage	\$34.36
26913	9/28/2018	Ranae Sipma	RWDB Travel	\$20.79
26914	9/28/2018	Reva Arends	RWDB Travel	\$54.45
26915	9/28/2018	Spencer Office Supplies	Classification Folders/Binder clips/Calculator Ribbon	\$145.44
26916	9/28/2018	VISA	Dropbox/ Car Repairs/ Innovative Credit	\$645.47
26917	9/28/2018	VSP Vision Care	Vision Insurance	\$215.79
26918	9/28/2018	Wellmark Blue Cross Blue Shield	Health Insurance	\$8,255.58
26919	10/12/2018	Advanced Systems- Lease	Copier Lease	\$489.50
26920	10/12/2018	Boji Information Systems	Consulting	\$120.00
26921	10/12/2018	Cara Elbert	Planner	\$20.79
26922	10/12/2018	Casey's General Stores	Gas	\$181.14
26923	10/12/2018	Clay County Auditor	Rent/ Utilities	\$4,429.29
26924	10/12/2018	Insight Learning Foundation-MN	Website Subscription	\$150.00
26925	10/12/2018	Michael Raner	Travel/ Cell Phone	\$326.02
26926	10/12/2018	Pitney Bowes Global Financial Services, Inc	Postage Meter Lease	\$144.30
26927	10/12/2018	Spencer Municipal Utilities	Internet	\$80.00
26928	10/12/2018	Spencer Office Supplies	Pens/ Refills/ File folders	\$69.51
26929	10/12/2018	Staci Kleinhesselink	Travel	\$41.58
26930	10/12/2018	Williams & Company P.C.	Audit	\$14,500.00

