

# SIGN UP SHEET

May 16, 2019

	NAME	COUNTY	Email
	Dale Arends	BV County	arendsdale@yahoo.com
X	Dave Derragon	BV County	derragon@stormlake.org
X	Kelly Snyder	BV County	ksnyder@bvcountyiowa.com
X	Art Hamrick	Clay County	ahamrick@co.clay.ia.us
X	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@cityofspirillake.org
	Clark Reekers	Dickinson County	crrcleaning@gmail.com
	<del>Jim Jensen</del>	<del>Emmet County</del>	
X	Penny Clayton	Emmet County	pclayton@cityofestherville.org
X	Tim Schumacher	Emmet County	tschumacher87@yahoo.com
	Merle Koedam	Lyon County	koedam@alliancecom.net
X	Steve Simons	Lyon County	ssimons@co.lyon.ia.us
	Jordan Kordahl	Lyon County	city@rockrapids.com
X	John Steensma	O'Brien County	jbsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeit@tcaexpress.net
X	Marjean Westerman	O'Brien County	mwesterman@evertek.net
X	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
	Stephanie Neppl	Osceola County	snepp@osceolacountyia.com
X	Mike Schulte	Osceola County	ssmobile@nethc.net
X	Roger Faulstick	Palo Alto County	rfaulstick@mchsi.com
		Palo Alto County	
		Palo Alto County	
X	Al Bloemendaal	Sioux County	abloem@mtcnet.net
	Duane Feekes	Sioux County	cityadmin@orangecityiowa.com
	Don Schreur	Sioux County	



# ***NORTHWEST IOWA PLANNING & DEVELOPMENT COMMISSION***

217 West 5<sup>th</sup> Street • Box 1493  
Governmental Services Center • Spencer, Iowa 51301  
712/ 262-7225- Planning & SHIELD Division • 712/ 262-7662- Job Training Division  
Toll Free: 1-855-262-7225 • Fax: 712/ 262-7665  
[www.nwipdc.org](http://www.nwipdc.org)

## **AGENDA**

### **Northwest Iowa Planning and Development Commission**

**May 16, 2019 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 April Minutes
  - III. Communications
  - IV. Treasurer's Report Through April
  - 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. Plaque Presentation
    2. Hallgren's Resignation
    3. Adoption of Title VI Plan
    4. Adoption of FY20 TPWP
    5. Miscellaneous
  - VIII. Set Next Meeting Date and Adjournment

## NWIPDC Committees

2019-2020

### EXECUTIVE

Dale Arends (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)  
Art Hamrick (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

Kelly Snyder (B.V. County)  
Kristi Franker (Clay)  
W.C.Leupold (Dickinson Co)

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

Open (Palo Alto)  
Al Bloemendaal (Sioux Co)

### NWIPDC Officers 2019 – 2020

Chairman  
Vice Chairman  
Secretary/Treasurer

Glenn Anderson  
Kelly Snyder  
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting  
April 18, 2019

The meeting was called to order by Chairman Glenn Anderson at 9:35 AM. Present at the meeting were:

Buena Vista County:	Kelly Snyder, Dale Arends and Dave Derragon
Clay County:	George Moriarty and Art Hamrick
Dickinson County:	W.C. Leupold and Clark Reekers
Emmet County:	Tim Schumacher
Lyon County:	Merle Koedam
O'Brien County:	John Steensma and Marjean Westerman
Osceola County:	Mike Schulte, Glenn Anderson and Stephanie Neppi
Palo Alto County:	
Sioux County:	Al Bloemendaal

Others attending were: Ted Kourousis, Executive Director, Steve Hallgren, Erin Pingel, Kristin Larsen, Cara Elbert and Jackie Huckfelt, NWIPDC staff.

Anderson asked to have everyone introduce themselves, tell where they were from and what committee they serve on.

The minutes of the March meeting were presented for approval. A motion was made by Schumacher, seconded by Leupold to approve the minutes. Motion carried.

Communications. Kourousis stated that he reported last month that he received an invitation to apply for the yearly EDA grant in the amount of \$70,000 and just wanted to report that it had been submitted and he had gotten notification that it had been received by EDA.

The Treasurer's report for March reflected a cash balance of \$196,770.00. A motion was made by Schulte, seconded by Moriarty to approve the report as printed. Motion carried.

The bills, paid since the last meeting, were presented for approval. Schumacher questioned the amount of the bill for Clay County. Huckfelt explained that the rent gets paid with the first check run of the month and it depends on when we receive the utility bills from the County as to when they get paid. A motion was made by Arends, seconded by Snyder to approve the bills as written. Motion carried.

#### Old Business

1. WIOA Report. Bonney was out of the office at a Rapid Response for Compass Point but prepared the following report.

The Region 3-4 CEOs have submitted an appeal of the Iowa realignment to six regions. Tim Schumacher, as CEO chair can speak to the specifics of the appeal. The State Workforce Development Board will consider the appeal at the May, 2019 meeting.

The summer youth employment program called the Supervised Career Preparation Program (SCPP) will begin on June 3rd. Seventy youth have applied to participate in the program this year. Youth are 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.

WIOA Title I performance for PY18 2<sup>nd</sup> quarter has been received. The region is meeting performance in all areas except Youth Placement in Education or Employment 4<sup>th</sup> Quarter, and Adult and DW Credential Attainment. The state did provide clarification that credential attainment rate has a data discrepancy with the reporting system and thus credential rates will be updated. For youth, the 4<sup>th</sup> quarter employment measure still has two quarters of reporting that will help reach the 63.9% rate we need.

Kourousis thanked Schumacher for preparing and submitting the appeal for the Iowa realignment to six regions. Some discussion followed.

Arends also commented on the process and the appeal.

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

Hallgren informed the Board about a current Iowa Living Roadway's Community Visioning program in Royal (Clay County). Cara Elbert, Planner with NWIPDC, is participating in the Royal community visioning process. This is a great program offered through the Iowa DOT and ISU Extension to offer small cities in Iowa an opportunity to address community visioning for future projects, beautification, and transportation corridor projects.

Hallgren then recognized and congratulated the member cities of Estherville and Spirit Lake regarding a recent announcement of the Community Catalyst Grant program through the IEDA. Each of these cities will receive a grant for \$100,000 in support of the conversion and/or rehabilitation of second story apartments in downtown commercial spaces.

Hallgren informed the Board that on March 23<sup>rd</sup> the Presidential Declaration DR-4421-IA was issued in the State of Iowa for flooding events occurring primarily along the Missouri River in western Iowa. The Iowa Homeland Security is now accepting NOI's (Notices of Interest) for those hazard mitigation projects intending to address: property acquisition/elevation, elevate/protect lift stations, backup generators, tornado safe rooms, small flood barriers.

Hallgren provided the Board with some upcoming grant opportunities. These grant opportunities include: June 1<sup>st</sup> – Wellmark Small Match Grant for wellness/walking/biking projects. In speaking with a Wellmark representative, this grant will not fund any operational costs or administrative costs, but they will fund capital projects that result in an event, structure, infrastructure, or materials to help promote identified wellness project. June 15<sup>th</sup> – next round of quarterly applications for the Enhance Iowa CAT (Community Attraction and Tourism) grants are due. July 31<sup>st</sup> – County REAP grants are due to the IDNR. August 15<sup>th</sup> – City REAP grants are due to the IDNR. August 15<sup>th</sup> – Alliant Energy Foundation grants are due (for Alliant Energy eligible communities)

Hallgren informed the Board of upcoming training opportunities for NWIPDC Planning Staff. He stated that Housing Planner, Kristin Larsen and Planner, Erin Pingel will be attending the Iowa NARHO Housing conference in Des Moines on May 15<sup>th</sup> and 16<sup>th</sup>.

Lastly, Hallgren stated that he was invited to serve as a guest presenter at the Iowa County Zoning Officials annual conference (Co-sponsored by Iowa APA) in Ankeny on May 23<sup>rd</sup>. Hallgren will be presenting about the zoning review process for an upgrade/retrofit project on an existing nonconforming wind farm.

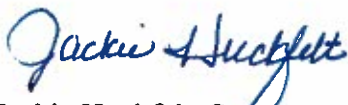
3. Contract Status Report. There were no contracts to report.

#### New Business

1. Plaque Presentation. Due to the fact that Simons wasn't able to attend the meeting, this item was postponed until next month's meeting.
2. Miscellaneous. None

With there being no more discussion, the next meeting was scheduled for May 16, 2019 at 9:30 AM. Kourousis stated that he had talked with RIDES and they plan to have their June meeting on the 27<sup>th</sup> and not have a July meeting. A motion to adjourn was made by Bloemendaal, seconded by Schulte. Motion carried. The meeting adjourned at 10:05 AM.

Respectfully submitted,



Jackie Huckfelt, Secretary

**TREASURER'S REPORT  
CASH IN BANK  
4/30/19**

<b>CASH ON HAND 3/31/19</b>	<b>\$130,237.39</b>
Receipts	61,117.56
Disbursements	99,607.29

<b>CASH ON HAND 3/31/19</b>	<b>\$91,747.66</b>
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**Reimbursements to NWIPDC**

WIOA	32,778.29
EDA	5,545.28
SHIELD	9,006.83
HAZMAT	5,727.66
HOUSING TRUST FUND	2,675.88

<b>CASH BALANCE 4/30/19</b>	<b>\$147,481.60</b>
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Check #	Date Paid	Vendor	Description	Amount
539	4/26/2019	Farmers Trust & Savings Bank	Payroll Taxes	\$7,528.22
540	4/26/2019	Iowa Public Employee Retirement	IPERS	\$9,916.46
541	4/26/2019	Iowa Workforce Development-UI	Unemployment Insurance	\$220.00
542	4/26/2019	State of Iowa Treasurer	State Taxes	\$1,557.00
543	4/26/2019	Farmers Trust & Savings (HSA)	HSA Deposits	\$2,536.48
544	5/10/2019	Farmers Trust & Savings Bank	Payroll Taxes	\$7,528.21
545	5/10/2019	State of Iowa Treasurer	State Taxes	\$1,557.00
27111	4/26/2019	Advanced Systems, Inc	Copies	\$694.43
27112	4/26/2019	AFLAC	Insurance	\$575.92
27113	4/26/2019	Delta Dental of Iowa	Dental Insurance	\$887.10
27114	4/26/2019	Emmet County Auditor's Office	RWDB Copies (Appeal)	\$431.80
27115	4/26/2019	Iowa Association of Regional Councils	Registrations- Steve/ Kristin	\$130.00
27116	4/26/2019	Kansas City Life Insurance	Life Insurance	\$124.96
27117	4/26/2019	Spencer Office Supplies	Binders/ Hanging Files	\$74.66
27118	4/26/2019	Spencer Trophy & Awards	Plaque	\$54.35
27119	4/26/2019	VISA	Tires/ Oil Change/ Innovative Credit	\$489.36
27120	4/26/2019	VSP Vision Care	Vision Insurance	\$215.79
27121	4/26/2019	Wellmark Blue Cross Blue Shield	Health Insurance	\$9,284.03
27122	5/10/2019	Advanced Systems- Lease	Copier Lease	\$489.50
27123	5/10/2019	Boji Information Systems	Consulting/ Plotter printheads	\$279.50
27124	5/10/2019	Casey's General Stores	Gas	\$132.14
27125	5/10/2019	CenturyLink	Phones	\$446.05
27126	5/10/2019	Clay County Auditor	Rent/ Utilities	\$4,341.95
27127	5/10/2019	Michael Raner	Travel/ Cell Phone	\$602.50
27128	5/10/2019	Spencer Municipal Utilities	Internet	\$80.00
27129	5/10/2019	Spencer Office Supplies	Fax Ribbon/ Writing Pads	\$58.36
27130	5/10/2019	United Parcel Service	Postage	\$16.51
27131	5/10/2019	Val Bonney	Travel / RWDB Meeting	\$47.59



