

# SIGN UP SHEET

March 19, 2020

|   | NAME              | COUNTY           | Email  |
|---|-------------------|------------------|--|
| ✓ | Dale Arends       | BV County        | <a href="mailto:arendsdale@yahoo.com">arendsdale@yahoo.com</a>                               |
| ✓ | Dave Derragon     | BV County        | <a href="mailto:derragon@stormlake.org">derragon@stormlake.org</a>                           |
| ✓ | Kelly Snyder      | BV County        | <a href="mailto:ksnyder@bvcountyiowa.com">ksnyder@bvcountyiowa.com</a>                       |
| ✓ | Art Hamrick       | Clay County      | <a href="mailto:ahamrick@co.clay.ia.us">ahamrick@co.clay.ia.us</a>                           |
|   | George Moriarty   | Clay County      | <a href="mailto:atlargemoriarty@spenceriowacity.com">atlargemoriarty@spenceriowacity.com</a> |
|   | Kristi Franker    | Clay County      | <a href="mailto:kristi@farmerstrust.com">kristi@farmerstrust.com</a>                         |
| ✓ | W.C. Leupold      | Dickinson County | <a href="mailto:wcleupold@mchsi.com">wcleupold@mchsi.com</a>                                 |
|   | Gregg Owens       | Dickinson County | <a href="mailto:gregg.owens@cityofspiritlake.org">gregg.owens@cityofspiritlake.org</a>       |
|   | Clark Reekers     | Dickinson County | <a href="mailto:crrcleaning@gmail.com">crrcleaning@gmail.com</a>                             |
|   | Jim Jenson        | Emmet County     |  |
|   | Penny Clayton     | Emmet County     | <a href="mailto:pclayton@cityofestherville.org">pclayton@cityofestherville.org</a>           |
| ✓ | Tim Schumacher    | Emmet County     | <a href="mailto:tschumacher87@yahoo.com">tschumacher87@yahoo.com</a>                         |
| ✓ | Merle Koedam      | Lyon County      | <a href="mailto:koedam@alliancecom.net">koedam@alliancecom.net</a>                           |
|   | Steve Simons      | Lyon County      | <a href="mailto:ssimons@co.lyon.ia.us">ssimons@co.lyon.ia.us</a>                             |
| ✓ | Jordan Kordahl    | Lyon County      | <a href="mailto:city@rockrapids.com">city@rockrapids.com</a>                                 |
| ✓ | John Steensma     | O'Brien County   | <a href="mailto:jbsteen@tcaexpress.net">jbsteen@tcaexpress.net</a>                           |
|   | Jim Zeutenhorst   | O'Brien County   | <a href="mailto:jimzeut@tcaexpress.net">jimzeut@tcaexpress.net</a>                           |
|   | Marjean Westerman | O'Brien County   | <a href="mailto:mwesterman@evertek.net">mwesterman@evertek.net</a>                           |
|   | Glenn Anderson    | Osceola County   | <a href="mailto:sibleyadmin@hickorytech.net">sibleyadmin@hickorytech.net</a>                 |
| ✓ | Stephanie Neppl   | Osceola County   | <a href="mailto:sneppl@osceolacountyia.com">snepl@osceolacountyia.com</a>                    |
| ✓ | Mike Schulte      | Osceola County   | <a href="mailto:ssmobile@nethtc.net">ssmobile@nethtc.net</a>                                 |
| ✓ | Roger Faulstick   | Palo Alto County | <a href="mailto:rfaulstick@mchsi.com">rfaulstick@mchsi.com</a>                               |
|   |                   | Palo Alto County |  |
|   |                   | Palo Alto County |  |
| ✓ | Al Bloemendaal    | Sioux County     | <a href="mailto:abloem@mtcnet.net">abloem@mtcnet.net</a>                                     |
|   | Duane Feekes      | Sioux County     | <a href="mailto:cityadmin@orangecityiowa.com">cityadmin@orangecityiowa.com</a>               |
|   | 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**

**March 19, 2020 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 February Minutes
  - III. Communications
  - IV. Treasurer's Report Through February
  - 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

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  
February 20, 2020

The meeting was called to order by Chairman Glenn Anderson at 9:30 AM. Present at the meeting were:

|                     |  |
|---------------------|--|
| Buena Vista County: | Dale Arends and Dave Derragon                    |
| Clay County:        | Art Hamrick and George Moriarty                  |
| Dickinson County:   | W.C. Leupold                                     |
| Emmet County:       | Tim Schumacher and Penny Clayton                 |
| Lyon County:        | Steve Simons and Merle Koedam                    |
| O'Brien County:     | John Steensma and Marjean Westerman              |
| Osceola County:     | Glenn Anderson, Stephanie Neppl and Mike Schulte |
| Palo Alto County:   | Roger Faulstick                                  |
| Sioux County:       | Al Bloemendaal                                   |

Others attending were: Ted Kourousis, Executive Director, Val Bonney, Darren Bumgarner, Cara Elbert, and Erin Pingel, NWIPDC staff.

The minutes of the January meeting were presented for approval. A motion was made by Schulte, seconded by Simons to approve the minutes. Motion carried.

Communications. Kourousis stated there were no communications.

The Treasurer's report through January reflected a cash balance of \$169,171.98. A motion was made by Clayton, seconded by Bloemendaal to approve the report as written. Motion carried.

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

#### Old Business

1. WIOA Report. Bonney gave the following report:

As was discussed last month, a response was received from the US Department of Labor on the federal appeal of the Iowa realignment process. All regions that filed an appeal were notified on December 20<sup>th</sup> of the decision to uphold the appeal. DOL granted the appeal and Iowa will therefore continue operating with the previous structure consisting of 15 local areas.

IWD met with CEOs at the Iowa State Association of Counties (ISAC) statewide supervisors meeting on January 30, 2020. CEOs were provided with a checklist of program specific requirements each local area must have in place by July 1, 2020 to be WIOA compliant as a region. The requirements and timeline is very aggressive for the CEO's to accomplish. IWD did indicate that if regions were wanting to work together to





merge regions, the timeline could be extended. If regions desire to remain as the current regional structure the deadline is as follows:

|   |           |
|---|-----------|
| Develop CEO Shared Liability Agreement                                  | 5/15/2020 |
| Select CLEO   | 5/15/2020 |
| Appoint Local Workforce Board   | 5/15/2020 |
| Select a Fiscal Agent   | 5/15/2020 |
| Develop LWDB Bylaws   | 5/15/2020 |
| Select Service Provider through transition                              | 5/15/2020 |
| Develop and Approve LWDB Budget   | 9/1/2020  |
| Select One-Stop Operator and RFP Service Provider (competitive process) | 12/1/2020 |

Discussion followed.

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

Kourousis stated there were 3 of 6 counties qualified for the Glacial Lakes and Prairie Escapes funding through Mid-American Energy – Buena Vista county received \$86,000 to help with some land acquisition. Buena Vista County also received \$10,000 for Gabrielson Park and Palo Alto County received roughly \$114,000 for a prairie wetland center. Kourousis indicated there is a need to obligate more funds before December and requested that members let him know of any possible projects in the counties of Buena Vista, O'Brien or Palo Alto county. There is a total of \$500,000 available.

Pingel shared that with the deadline of December 2020 for Glacial Lakes and Prairie funding it would be important to get applications in by November to ensure adequate time to process. Pingel is working with Clayton on surveys for community planning with the City of Estherville, and O'Brien County Comp Plan, a 5210 project for BV County, a water sewer project for City of Lake Park, and a CDBG for Hawarden. Pingel is also focusing on the Ticket to Work program and recently attended training in Waterloo. Kourousis shared this program was the DEI grant program that Bridget Richards had worked on. NWIPDC recently changed employment networks from the Iowa Workforce Employment Network to Hawkeye Community College Employment Network. Kourousis indicated the agency goal is to grow and sustain this function in future years.

Elbert reported that BV County received another CDBG grant for a Career Link. The grant is used for transportation of employees to VT Industries in Holstein. VT Industries will be expanding the transportation option for additional shifts. The Rides board will discuss this grant at today's meeting also. Elbert has submitted the Region 3 LEPC grant for Hazmat training, is working on a new contract for the BV Comp Plan, and Zoning and Flood plain work. The Passenger Transportation Plan was submitted and intend to adopt that plan by May 1<sup>st</sup>.



Bumgarner shared that he is working on the following projects: Primghar Zoning, and Ruthven Sanitary District. Bumgarner attended the CDBG workshop yesterday. There are changes as to when projects applications will be accepted as well as types of projects that will be accepted. Certain types of projects will be accepted based on the window of opportunity. He stated Storm Water projects may not be funded any longer. Storm water separation projects may still be possible to fund. Fire Stations and Police Stations may be eligible for funding. It will be necessary to look at a project that shows impact in the community along with the impact of use - community facilities type projects are possible but must demonstrate need and have LMI that supports that.

4. Contract Status Report. Two contracts were presented for informational purposes only.

New Business

1. Miscellaneous. None

With there being no more discussion, the next meeting was scheduled for March 19, 2020 at 9:30 AM. A motion to adjourn was made by Arends, seconded by Schulte. Motion carried. The meeting adjourned at 10:10 AM.

Respectfully submitted,



Val Bonney, Acting Secretary



TREASURER'S REPORT  
CASH IN BANK  
2/29/20

|                      |             |
|----------------------|-------------|
| CASH ON HAND 1/31/20 | \$99,967.24 |
| Receipts             | 145,523.23  |
| Disbursements        | 160,516.21  |
| <br>                 |             |
| CASH ON HAND 2/29/20 | \$84,974.26 |

Reimbursements to NWIPDC

|                      |              |
|----------------------|--------------|
| WIOA                 | 19,465.98    |
| EDA                  | 4,764.04     |
| SHIELD               | 9,557.06     |
| HAZMAT               | 2,464.53     |
| TICKET TO WORK       | 1,448.23     |
| NWIRHTF              | 1,079.15     |
| <br>                 |              |
| CASH BALANCE 2/29/20 | \$123,753.25 |



| Check # | Date Paid | Vendor                          | Description  | Amount Paid |
|---------|-----------|---------------------------------|--|-------------|
| 606     | 2/25/2020 | Farmers Trust & Savings (HSA)   | HSA Deposits   | \$1,291.60  |
| 607     | 2/28/2020 | Farmers Trust & Savings Bank    | Payroll Taxes  | \$5,670.03  |
| 608     | 2/28/2020 | Iowa Public Employee Retirement | IPERS  | \$7,612.98  |
| 609     | 2/28/2020 | State of Iowa Treasurer         | State Taxes  | \$1,084.00  |
| 610     | 3/13/2020 | Farmers Trust & Savings Bank    | Payroll Taxes  | \$5,621.77  |
| 611     | 3/13/2020 | State of Iowa Treasurer         | State Taxes  | \$1,076.00  |
| 27386   | 2/28/2020 | AFLAC                           | Insurance  | \$550.42    |
| 27387   | 2/28/2020 | Delta Dental of Iowa            | Dental Insurance   | \$425.28    |
| 27388   | 2/28/2020 | GFC Leasing                     | Copier Lease   | \$912.50    |
| 27389   | 2/28/2020 | Kansas City Life Insurance      | Life Insurance   | \$66.46     |
| 27390   | 2/28/2020 | Mike Schipper Training          | Hazmat Classes   | \$1,500.00  |
| 27391   | 2/28/2020 | Spencer Office Supplies         | Dry Erase Markers/Paper                                  | \$14.10     |
| 27392   | 2/28/2020 | VISA                            | Gas/ W2 Processing/ CPR/ Travel                          | \$1,602.18  |
| 27393   | 2/28/2020 | VSP Vision Care                 | Vision Insurance   | \$149.97    |
| 27394   | 2/28/2020 | Wellmark Blue Cross Blue Shield | Health Insurance   | \$5,766.13  |
| 27395   | 3/13/2020 | Boji Information Systems        | Shield Flash Drives/ Adapter/ Consulting                 | \$1,014.45  |
| 27396   | 3/13/2020 | CenturyLink                     | Phones   | \$702.10    |
| 27397   | 3/13/2020 | Clay County Auditor             | Rent/ Utilities  | \$4,369.19  |
| 27398   | 3/13/2020 | GFC Leasing                     | Plotter Paper/ Copier Lease/Glossy Paper/ Plotter Set-up | \$1,634.09  |
| 27399   | 3/13/2020 | Grace C Mae Advocate Center     | WIOA MHFA Training Books                                 | \$40.00     |
| 27400   | 3/13/2020 | Iowa Workforce Development      | WIOA Copier Lease  | \$79.66     |
| 27401   | 3/13/2020 | Michael Raner                   | SHIELD Travel/ Cell Phone/ Insurance Deductible          | \$1,117.15  |
| 27402   | 3/13/2020 | Mike Schipper Training          | HM Ops Refresher Classes                                 | \$1,800.00  |
| 27403   | 3/13/2020 | Spencer Municipal Utilities     | Internet   | \$80.00     |
| 27404   | 3/13/2020 | Spencer Office Supplies         | Binders/ Legal Pads/ MICR Ink/ Laminating Pouches        | \$239.47    |
| 27405   | 3/13/2020 | Staci Kleinhesselink            | Travel   | \$65.10     |
| 27406   | 3/13/2020 | United Parcel Service           | Postage  | \$14.08     |







