
















Sign Up Sheet

10/21/2021

	NAME	COUNTY	Email
	Dale Arends	BV County	arendsdale@yahoo.com
	Dave Derragon	BV County	derragon@stormlake.org
	Kelly Snyder	BV County	ksnyder@co.buena-vista.ia.us
	Art Hamrick	Clay County	ahamrick@co.clay.ia.us
	George Moriarty	Clay County	atlargemoriarty@spenceriowacity.com
	Kristi Franker	Clay County	kristi@farmerstrust.com
	W.C. Leupold	Dickinson County	wcleup@mchsi.com
	Gregg Owens	Dickinson County	gregg.owens@cityofspirittlake.org
	Clark Reekers	Dickinson County	crrcleaning@gmail.com
	Jim Jenson	Emmet County	
	Penny Clayton	Emmet County	pclayton@cityofestherville.org
	Tim Schumacher	Emmet County	tschumacher87@yahoo.com
	Doug VandenBosch	Lyon County	supvdistrict2@co.lyon.ia.us
	Steve Simons	Lyon County	ssimons@co.lyon.ia.us
	Jordan Kordahl	Lyon County	jordan@rockrapids.net
	John Steensma	O'Brien County	jbsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeut@tcaexpress.net
	Marjean Westerman	O'Brien County	mwesterman@evertek.net
	Glenn Anderson	Osceola County	sibleyadmin@premieronline.net
	Stephanie Neppl	Osceola County	sneppl@osceolacoia.org
	Mike Schulte	Osceola County	ssmobile@nethtc.net
	Roger Faulstick	Palo Alto County	rfaulstick@mchsi.com
	Kim Kibbie	Palo Alto County	kkibbie@emmetsburg.com
		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

217 West 5th 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

AGENDA

Northwest Iowa Planning and Development Commission

October 21, 2021 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 Minutes from Previous Meeting
 - III. Communications
 - IV. Treasurer's Report Through September
 - V. Approval of Bills Paid Since Last Meeting
 - VI. Old Business
 1. Planning Division Report
 2. Contract Status Report
 - VII. New Business
 1. Miscellaneous
 - VIII. Set Next Meeting Date and Adjournment

NWIPDC Committees

2021-2022

EXECUTIVE

Dale Arends (B.V.)
George Moriarty (Clay Cities)
Clark Reekers (Dickinson)

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

Kim Kibbie (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 2021 – 2022

Chairman
Vice Chairman
Secretary/Treasurer

Kelly Snyder
Stephanie Neppl
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting
September 16, 2021

The meeting was called to order by Chairman Kelly Snyder at 9:34 AM. Present at the meeting were:

Buena Vista County:	Kelly Snyder
Clay County:	Art Hamrick
Dickinson County:	W.C. Leupold
Emmet County:	Tim Schumacher
Lyon County:	Steve Simons, Doug VandenBosch and Jordan Kordahl
O'Brien County:	Marjean Westerman
Osceola County:	Mike Schulte and Stephanie Nepl
Palo Alto County:	Roger Faulstick
Sioux County:	

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

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

Communications. None

The Treasurer's report through August was presented by Huckfelt and reflected a cash balance of \$304,246.88. A motion was made by Simons, seconded by Schulte to approve the report as read. Motion carried.

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

Old Business

1. Planning Division Report. Planning Staff gave the following reports:

Cara reported the following:

- Wrapping up two more monitorings for CDBG projects in Rodman and the Village NW Project in Sheldon and then those will be closed out.
- City of Rock Valley's CDBG application for their water improvement project was submitted on July 1st and we're waiting on award announcements.

- GACO CDBG project in Spencer gained historical clearance and the environmental notices were published earlier this week. Project is anticipated to advertise for bids mid-late October.
- N. Raccoon Watershed project was rebid the end of July and received 12 bids. Low bid was approved and contracts have been signed. Waiting for a precon meeting to be set up with the engineers and the project has been extended through June of 2022 to be able to complete all work.
- Starting Zoning Ordinance updates for the City of Rock Rapids and Sutherland.
- Starting a Comprehensive Plan/Zoning Ordinance and Subdivision Ordinance Update for the City of Alton.
- Wrapping up zoning ordinances in Milford and Hull. Milford held their first public hearing for adoption this week and there is a follow up P & Z meeting to address some of the comments from the public hearing next week. Hull has had their first draft and waiting on feedback from the P & Z before scheduling the public hearing.
- Starting Davis Bacon Compliance on a SRF funded project with Osceola Rural Water.
- Resubmitted the Career Link CDBG application for Buena Vista County for their ride service at Rembrandt Enterprises and it was just approved a few weeks ago. Starting the environmental review process so we can get release of funds and start service.
- Helping the City of Wahpeton with zoning administration services.
- Working with Family Crisis Center on a CDBG application to rehabilitate part of their facility in Sioux Center to create a foster parent visitation center-which there isn't one anywhere around for people to do required supervised visitations.

Erin reported the following:

- NWIPDC is working with the City of Storm Lake and City of Spencer to finalize the 5210 Grant as a part of the Healthiest State Initiative. Spencer has been awarded a round 2 and Storm Lake will embark on its last round (3) Kick off for the new awards were on August 24th via Zoom.
- Lake Park's Water Improvement CDBG Monitoring is underway and an amendment to the budget has been uploaded into Iowa Grants. As soon as that is approved we will submit for the final draw.
- Round 2 is underway for the Hawarden Housing Rehabilitation program
- Safe Routes to School – Board Meeting 7/22/2021-Safety Fair took place July 30th, with Spencer Police Department, Spencer Family YMCA, and Spencer Hospital. We had 5 groups of 30 kids that participated in bike and road safety.
- WOW (Walk on Wednesdays) has begun, with our first walk that took place on Wednesday of this week. Walks will continue every Wednesday through December, with a break until April.
- Nuisance Abatements for Rossie, and Hartley are underway.

Staci reported the following:

- Expanded our service area for Ticket to Work to include 19 counties in Northwest Iowa, 3 counties in Minnesota and 3 counties in South Dakota. In addition to the 10 counties we had served previously in Iowa, we added Plymouth, Cherokee, Pocahontas, Humboldt, Woodbury, Ida, Sac, Calhoun and Webster counties. In Minnesota we added Rock, Nobles and Jackson and in South Dakota we added Minnehaha, Lincoln and Union. This will give us the opportunity for more referrals and ticket holders in this wider service area. I have been in contact with the Vocational Rehabilitation supervisors in these counties to let them know we have expanded our territory as well as the services we can provide through Ticket to Work. Hawkeye will also now send referrals in these expanded counties as people opt in for services through the Social Security Pilot Project.
- Chris and Brenna from Hawkeye were here for a site visit in August to provide training and support for our Ticket to Work program. We had a great meeting and they showed us the Case Management system that they had a company develop for them for their Ticket to Work program. They have gotten approval for us to purchase a license to be able to use their Case Management system for our Ticket to Work program. I will be doing training with Hawkeye on September 27th and September 29th by Zoom to learn the new system and begin using it.
- At the beginning of October, we should receive our quarterly TTW payment from SSA for the 2nd quarter of 2021. I currently have 30 tickets assigned, with 2 new tickets and have 2 referrals I am working to make contact with.

Kristin reported the following:

- The Spencer Substandard Rehabilitation Program has initial inspection back for two of four houses for the next round.
 - The Housing Trust Fund is going to hold their annual meeting today to discuss closing out the current grant agreement. The FY22 grant application is due October 1st.
 - Newell, Ruthven, and Armstrong's CDBGs all have initial inspections back and now will go to historic review. Once they are cleared, open houses will be scheduled.
 - Currently writing two CDBG housing grants for Emmetsburg and Marathon and hope to submit them by the end of next month.
2. Contract Status Report. There were three contracts presented for informational purposes only.

New Business

1. Miscellaneous. None

With there being no more discussion, the next meeting was scheduled for October 21, 2021 at 9:30 AM. A motion was made by Leupold, seconded by Schumacher & Neppl to adjourn. The meeting adjourned at 9:52 AM.

Respectfully submitted,



Jackie Huckfelt

TREASURER'S REPORT
CASH IN BANK
9/30/21

CASH ON HAND 8/31/21	276,318.94
Receipts	61,960.55
Disbursements	117,070.49
CASH ON HAND 9/30/21	\$221,209.00

Reimbursements to NWIPDC

EDA	6,784.55
SHIELD	11,510.14
HAZMAT	4,171.30
TICKET TO WORK	10,139.43
NWIRHTF	8,028.80
CASH BALANCE 9/30/21	\$ 261,843.22

Check #	Date Paid	Vendor	Description	Amount
677	9/22/2021	PrimePay	Payroll Maintenance	\$39.50
678	9/22/2021	PrimePay	Payroll Maintenance	\$39.50
679	9/22/2021	Farmers Trust & Savings (HSA)	HSA Deposits	\$1,413.49
681	10/12/2021	PrimePay	Payroll Maintenance	\$39.50
27797	9/22/2021	St Mary's School	Tritan Water Bottles- Storm Lake 5210	\$2,164.81
27798	9/22/2021	The Bridge of Storm Lake	Training Kitchen Supplies- Storm Lake 5210	\$3,500.00
27799	9/22/2021	VISA	CPR/ Innovative Credit/ Gas	\$790.00
27800	9/22/2021	VSP Vision Care	Vision Insurance	\$141.64
27801	9/22/2021	Wellmark Blue Cross Blue Shield	Health Insurance	\$7,654.84
27802	9/22/2021	Williams & Company P.C.	Partial Audit Charges	\$11,500.00
27803	9/30/2021	Buena Vista County EMA	Hazmat Transportation Exercise	\$3,254.81
27804	9/30/2021	Clay County Conservation Board	WaterFall Water Table/ Water Basin- Spencer 5210	\$8,540.00
27805	9/30/2021	Colette Rossiter	Virtual Registration- Spencer 5210	\$20.00
27806	9/30/2021	Hawkeye Community College	License for Case Management System - Staci	\$144.83
27807	9/30/2021	Northwest Iowa Community College	Hazmat OPS Refresher- Sibley/ Rock Rapids	\$870.00
27808	9/30/2021	Spencer Family YMCA	Playground Fences/Tiller/John Deere Collection System- Spencer 5210	\$9,102.05
27809	10/8/2021	Boji Information Systems	Consulting	\$420.00
27810	10/8/2021	CenturyLink	Phones	\$665.35
27811	10/8/2021	Clay County Auditor	Rent	\$2,377.81
27812	10/8/2021	Northwest Iowa Development	EDA Cares Act Recovery	\$10,611.50
27813	10/8/2021	Pitney Bowes Global Financial Services, Inc	Postage Meter Lease	\$144.30
27814	10/8/2021	Spencer Municipal Utilities	Internet	\$160.00

Check #	Date Paid	Vendor	Description	Amount Paid
682	10/20/2021	PrimePay	Payroll Maintenance	\$39.50
683	10/20/2021	Iowa Public Employee Retirement	IPERS	\$7,112.11
684	10/20/2021	Farmers Trust & Savings (HSA)	HSA Deposits	\$1,413.49
27815	10/20/2021	AFLAC	Insurance	\$464.22
27816	10/20/2021	Clay County Auditor	Utilities	\$126.79
27817	10/20/2021	Delta Dental of Iowa	Dental Insurance	\$530.56
27818	10/20/2021	ESRI, Inc	ARC View Maintenance	\$400.00
27819	10/20/2021	Kansas City Life Insurance	Life Insurance	\$77.89
27820	10/20/2021	Michael Raner	Travel/ Cell Phone	\$402.08
27821	10/20/2021	Spencer Office Supplies	Desk Calendars/ Day Runner- Michael	\$65.41
27822	10/20/2021	VISA	Gas/ CPR/ Innovative Credit/ Van Repair	\$667.14
27823	10/20/2021	VSP Vison Care	Vision Insurance	\$141.64
27824	10/20/2021	Wellmark Blue Cross Blue Shield	Health Insurance	\$7,497.15

