

# Sign Up Sheet

10/15/2020

	NAME	COUNTY	Email
	Dale Arends	BV County	arendsdale@yahoo.com
✓	Dave Derragon	BV County	derragon@stormlake.org
✓	Kelly Snyder	BV County	ksnyder@bvcountyiowa.com
✓	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	wcleupold@mchsi.com
	Gregg Owens	Dickinson County	gregg.owens@cityofspirittlake.org
	Clark Reekers	Dickinson County	crcleaning@gmail.com
	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	jbsteen@tcaexpress.net
	Jim Zeutenhorst	O'Brien County	jimzeit@tcaexpress.net
	Marjean Westerman	O'Brien County	mwesterman@evertek.net
✓	Glenn Anderson	Osceola County	sibleyadmin@hickorytech.net
✓	Stephanie Neppi	Osceola County	sneppi@osceolacountyia.com
✓	Mike Schulte	Osceola County	ssmobile@nethtc.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	

TED  
Elin  
Staci  
Kristin  
Cara

Damen



# ***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**

**October 15, 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 September Minutes
  - 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

2020-2021

## 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 2020 – 2021

Chairman  
Vice Chairman  
Secretary/Treasurer

Glenn Anderson  
Kelly Snyder  
Jackie Huckfelt

Minutes of the NWIPDC Policy Council Meeting  
September 17, 2020

The meeting was called to order by Vice-Chairman Kelly Snyder at 9:45 AM following a short FastAct meeting per conference call due to Covid-19 concerns. Kourousis did roll call. Present on the call were:

Buena Vista County:	Dale Arends, Kelly Snyder and Dave Derragon
Clay County:	Art Hamrick and George Moriarty
Dickinson County:	W.C. Leupold
Emmet County:	Penny Clayton
Lyon County:	Merle Koedam and Jordan Kordahl
O'Brien County:	John Steensma
Osceola County:	Mike Schulte
Palo Alto County:	Roger Faulstick
Sioux County:	Al Bloemendaal

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

The minutes of the August meeting were presented for approval. A motion was made by Bloemendaal, seconded by Steensma to approve the minutes. Motion carried.

Communications. None

There was no Treasurer's Report this month. Kourousis explained that we continue to have problems with our new Payroll Company, Paycor. They are still unable to get the payroll figures over to the General Ledger in Financial Edge so Huckfelt is unable to get reports and wasn't comfortable giving a report that wasn't complete. Hopefully by next week we have it rectified and have correct numbers.

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

Old Business

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

**Kristin reported the following:**

- The FY21 Housing Trust Fund Grant was just submitted on 9/16/20.

- Armstrong and Newell's first round of houses are under Historic Review with IEDA.
- Ruthven's first round of houses just completed inspection.
- Spencer's last CDBG house is under contract with construction beginning.
- Spencer Substandard Housing Program has their current round of houses all under construction.

**Staci gave the following report:**

- Currently have 28 tickets assigned and waiting on paperwork back from three more
- Turned in Practicum Case Study for Benefits Planning Certification and did get a response-working on a few additions and then I should be certified
- Training with the Admin EN (Hawkeye in Waterloo) was done this week over Ticket payments and how Social Security pays for different types of outcomes and progress
- Meeting with Voc Rehab over Zoom this week to discuss Partnership Plus referrals and how Voc Rehab will be referring clients to partners for Ticket to Work services and benefits planning

**Cara reported the following:**

- Waiting on CDBG announcement for the GACO and Hawarden DTR project applications. Anticipate hearing by early to mid October.
- Working on zoning ordinance updates with the Cities of Milford and Hull. Hull is a total rewrite because it was done back in the 90's. Working with each City's Planning and Zoning Commissions working through this process.
- Construction still progressing on all open CDBG's.
- Scheduling next county-wide Hazard Mitigation Planning Meeting for the Sioux/O'Brien/Osceola County Plans.
- BV County Watershed Project is awaiting tier 2 environmental clearance from IEDA. Planning on to bid out late fall/winter with Spring and Summer 2021 construction.

**Pingel reported the following:**

- 5210-Spencer Kick off meeting and first marketing materials have been logged
- Hawarden- First Round of Inspections are complete
- Lake Park Water Improvement project is underway
- SRTS- to have first Board Meeting on October 7th

**Darren reported the following:**

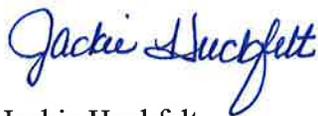
- Have been busy with Zoning Administration and Nuisance Abatements for last several weeks. Have had a good number of Zoning permits. It may be an indication that the economy is not as bad as some may think or people with money are spending it.
  - Nuisance Abatements started off slow this year. It may be because of Covid. A number of cities have shown interest for Nuisance Abatement of late and want to do something before winter. I have worked with in the last few weeks, or will be working with the following communities for nuisances - Doon, Royal, Ayrshire, Terril, Hartley, Calumet and Rossie.
3. Contract Status Report. There were two contracts presented for informational purposes only.

#### New Business

1. Miscellaneous. Kourousis stated that Arnolds Park would like to have some training for their Planning & Zoning Committee sometime this winter. Moriarty inquired as to the progress on the Clay County trails, Kourousis responded. Bloemendaal asked if there was a local match on the EDA Cares Act grant which there is not.

With there being no more discussion, the next meeting was scheduled for October 15, 2020 at 9:30 AM. A motion was made by Bloemendaal, seconded by Clayton to adjourn. The meeting adjourned at 10:06 AM.

Respectfully submitted,



Jackie Huckfelt

Check #	Date	Vendor	Description	Amount
638	9/23/2020	Farmers Trust & Savings (HSA)	HSA Deposits	\$1,226.34
27558	9/28/2020	AFLAC	Insurance	\$464.22
27559	9/28/2020	Boji Information Systems	Computer- Jackie/ Consulting	\$1,478.50
27560	9/28/2020	CenturyLink- LD	Conference Calls	\$250.11
27561	9/28/2020	Delta Dental of Iowa	Dental Insurance	\$530.56
27562	9/28/2020	ESRI, Inc	ArcView Maintenance	\$400.00
27563	9/28/2020	Kansas City Life Insurance	Life Insurance	\$77.89
27564	9/28/2020	Mike Schipper Training	HM Ops Refresher Classes	\$600.00
27565	9/28/2020	Spencer Office Supplies	Correction Tape/Hand Sanitizer	\$50.99
27566	9/28/2020	Storm Lake Kiwanis	Storm Lake 5210-Deposit for Landscape Structure	\$3,500.00
27567	9/28/2020	VISA	Dropbox/ CPR/ Innovative Credit/ Gas	\$392.27
27568	9/28/2020	VSP Vision Care	Vision Insurance	\$141.64
27569	9/28/2020	Wellmark Blue Cross Blue Shield	Health Insurance	\$7,399.66

Check #	Date Paid	Vendor	Description	Amount Paid
27579	10/14/2020	Boji Information Systems	Consulting	\$180.00
27580	10/14/2020	CenturyLink	Phones	\$470.98
27581	10/14/2020	Clay County Auditor	Rent	\$2,377.81
27582	10/14/2020	GFC Leasing	Copier Lease	\$912.50
27583	10/14/2020	Insurance Associates	Package Policy Renewal/ Fidelity Bond	\$10,156.00
27584	10/14/2020	Michael Raner	Travel/ Cell Phone	\$396.02
27585	10/14/2020	Pitney Bowes Global Financial Services, Inc	Postage Meter Lease	\$144.30
27586	10/14/2020	Spencer Municipal Utilities	Internet	\$80.00
27587	10/14/2020	T.C. and B. Corporate Wearables, Inc	Face Masks- LEPC	\$1,446.90

