

Southeast Iowa Regional Planning Commission  
Executive Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
April 28, 2014

Members Present: Brent Schleisman, Hans Trousil, and Gary Folluo

Member Absent: Sue Frice and Mark Huston

Staff Present: Mike Norris, Jeff Hanan, Bob Kuskowski, Zach James, Lori Gilpin, and Debbie Laughlin

Guest Present: Jason Huddle, IDOT

Call to order at 12:00 p.m.

### **Agenda Approval**

Motion by Trousil to approve the April 28, 2014 agenda, second by Folluo. All Ayes, motion carried.

### **CONSENT AGENDA APPROVAL**

Norris mentioned that SEIBUS recently provided its 1,145,238<sup>th</sup> ride since we began operation in Southeast Iowa in 1994. He thanked the counties of Region 16, its drivers and its board for allowing SEIBUS to provide valuable service to the region. Motion by Folluo to accept the consent agenda, second by Trousil. All Ayes, motion carried.

### **Old Business:**

1. Healthcare Update: Norris stated that Kerry Erts from Benefit Management Solutions submitted a report for the board regarding the Southeast Iowa Group idea. About 6 entities have completed the application process and quotes should be coming in soon from Co-Opportunity. Erts has scheduled 3 additional meetings and Norris invited Erts to meet with IARC (Iowa Association of Regional Councils) to present the idea to them. Some interest was generated from some IARC members. Norris stated that we recently received a letter from Wellmark letting us know that Kerry Erts is no longer certified to be associated with Wellmark. We will be finding out more about this situation. Wellmark has provided us with options for a replacement broker for our current health plan. No action necessary.
2. Transit Advertising: Kuskowski talked about the signs that could be used on our buses to make people aware of our advertising option. He further stated that Jim Baier is no longer interested in advertising on our buses right now, but may in the future. Kuskowski recommends moving forward with the advertising signs on the buses to see if any interested parties respond, particularly since there is no cost to us. Everyone present was in agreement. No action necessary.
3. EDA RLF Capital Utilization: Norris stated that as a follow up to the February 2014 Executive Board Meeting, SEIRPC has contacted EDA about relaxing the EDA RLF capital utilization standard. The request was given an unfavorable response, but we are still pursuing as staff feels the request may have been misunderstood. Hanan stated that we are not optimistic, however, with the big Iowa Wesleyan College loan recently granted, sequestration will not be an issue for the next 6 month reporting period. No action necessary.

**New Business:**

1. Auditor Agreement: Norris stated that the FY2013 audit was the end of CPA John Morrow's agreement with SEIRPC, and he has presented an updated engagement letter to provide SEIRPC's audit for FY2014 - 2016. Based on his knowledge of SEIRPC and its finances, and his past performance and continual audit improvements, staff has solicited a proposal from Mr. Morrow for another 3 year agreement. He stated that the cost proposal at an aggregate annual increase of 3.33% per year, totaling \$49,500 for the three year period. Gilpin stated that John Morrow is easy to work with and has a lot of experience. Trousil made a motion to approve the proposed agreement with CPA John Morrow as SEIRPCs Auditor for Three Years (FY2014-2016), second by Folluo. All ayes, motion carried.
2. Public Hearing: Amendment to the FY2014-2017 Transportation Improvement Program (TIP): Schleisman opened the public hearing at 12:20 p.m. James stated that staff received a request from Henry County to add a project to the FFY2014 - 2017 TIP due to state and federal safety funds being awarded to the county in March 2014. The amendment will add: *Mill-in edge line and centerline pavement markings using High Build Waterborne Paint and including wet reflective elements in the beads on 12 road segments in Henry County.* The total cost of this project is \$165,950 (\$149,355 from Highway Safety Improvement Program and \$16,595 local match from the State's Transportation Safety Improvement Program.) Schleisman asked if there were any further comments. There were none. **Folluo made a motion to close the Public Hearing: Amendment to the FY2014-2017 Transportation Improvement Program (TIP) at 12:22 p.m., second by Trousil.** A roll call vote was taken. All ayes, motion carried. **Folluo made a motion to approve the Amendment to the FY2014-2017 Transportation Improvement Program (TIP), second by Trousil.** All ayes, motion carried.
3. Federal Transit Administration (FTA Title VI): Norris stated that the FTA Title VI program assures non-discriminatory communication and practices to comply with FTA. He stated that much of this is covered in the agencies public participation plan. It was further stated that Zach James serves as the agencies Title VI coordinator. Bob Kuskowski mentioned that SEIBUS contracts with the BigWord Group to assist in translation services for instances in which Limited English Proficient call with questions or to schedule a ride. Folluo made a motion approve the Federal Transit Administration (FTA) Title VI program as presented, second by Trousil. All ayes, motion carried.

**MATTERS FROM THE FLOOR:**

None.

Motion to adjourn meeting by Folluo.  
Second by Trousil. All Ayes

Meeting adjourned at 12:28 p.m.

Submitted by Debbie Laughlin

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Mike Norris, Executive Director

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Mark Huston, Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_