

Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
June 27, 2013

Members Present: Brent Schleisman, Sue Frice, and Gary Folluo,
Members Absent: Hans Trousil and Mark Huston
Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, and Zach James

Call to order at 12:05 p.m.

Agenda Approval

Motion by Frice to approve the June 27, 2013 agenda, second by Folluo. All Ayes, motion carried.

CONSENT AGENDA APPROVAL

Norris highlighted some areas of the Director's Report, bringing attention to the building update regarding maintenance on the building's emergency systems; improvements to the board room; and completion of the outdoor grading project. Norris stated that he was elected as the 2012-2013 Chair of the Iowa Association of Regional Councils (IARC). Norris further stated that he would like the board members opinion of staff compiling a book for board members containing the agency's plans, policies, organizational information, and budget. Schleisman stated he remembers something similar from the past and would try to locate it. Further discussion showed a consensus of it being a helpful tool, particularly for new board members, and could be posted on the website. Motion by Frice to accept the consent agenda, second by Folluo. All Ayes, motion carried.

Old Business:

1. Housing Acquisition: Norris stated that SEIRPC applied for HOME funds and did not get funded and that our CHDO organization, Southeast Iowa Housing, Inc., is not yet operational as a tax-exempt entity. Norris further stated that at the April Executive Board Meeting staff was directed to come up with some options for SEIRPC to acquire homes as they become available at low risk. Norris presented 3 options for discussion, and the consensus of the board was to favor *option 1: Give staff a limit of the value of home to acquire, and make it subject to a notification process to board members*, as the option to recommend for full board discussion. Folluo suggested the limit start at \$5,000 and see how the full board feels about the possibility of making the limit higher. Norris stated that the \$5,000 would be consistent with our current policy for purchasing. No action necessary.
2. Transportation Alternative Program (TAP) Applications: James stated that at the March Full Board Meeting, the TAP application deadline was extended due to no applications having been received, and that the Friday, June 28th deadline would allow time for outreach and education on the process as well. James further stated

that there was interest, and several applications may be received by June 28th. James stated that the applications will be scored and a recommendation to the full board will be presented in July. No action necessary.

New Business:

1. Building and Electrical Inspections: Norris stated that SEIRPC will be submitting an RFQ for persons interested and qualified for building and electrical inspection in southeast Iowa. Norris stated that this is prompted from an ongoing project with Danville, and then will be marketed to other towns, creating another revenue source for SEIRPC. Norris further stated that the position will be contractual to start with a potential for a more formal relationship as projects develop. Schleisman stated that perhaps plumbing could be considered as well. No action necessary.

2. Executive Director Evaluation:
Motion by Frice to go into Closed Session at 12:42 p.m. for the purpose of: To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Iowa State Code 21.5 (i), second by Folluo. A roll call vote was taken, all ayes, motion passed.

3. Motion by Folluo to go back into Regular Finance Committee Meeting at 12:52 p.m., second by Frice. A roll call vote was taken, all ayes, motion passed. Motion by Folluo to increase the Executive Director's salary by 3% for FY2014, second by Trousil. Norris suggested making it a round figure by increasing his salary by 3.2% bringing the Executive Director increase to \$77,000. Frice made a motion to modify the previous motion to a 3.2% increase, second by Folluo. All ayes, motion passed.

MATTERS FROM THE FLOOR:

Hanan gave a summary of the RLF Kinsley Inn situation stating that we had proposed a voluntary receivership as opposed to a foreclosure, which would allow the business to stay operational and for it to be more marketable. He stated that neither the SBA nor the bank will help us with costs and we are in the last position for collection. Hanan stated that it would be better if the court appointed a receiver, as if it were to be SEIRPC, we would be responsible for costs (as a voluntary receiver.)

Folluo asked for an objective view as to what kind of process there should be for elected officials to be reviewed noting that it is almost impossible to rate using a 1-5 system. Norris suggested bringing the IARC (Iowa Association of Regional Councils) Executive Director in to discuss this.

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

Meeting adjourned at 1:09 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____