

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
November 30, 2017**

Members Present: Brent Schleisman, Hans Trousil, Dr. Michael Ash, Mark Huston, Gary Folluo, Greg Moeller, Aaron Burnett, David Varley, Bob Beck, Ron Sadler, Richard Taylor, Tom Richardson, and Jim Davidson

Members Absent: Bob Hesler, Brad Quigley, Klay Edwards Paula Buckman, and Dr. Steve Titus

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, Roger Keller, Zach James, and Lori Gilpin

Call to order at 12:01 p.m. by Brent Schleisman.

Agenda Approval

Motion by Richardson to approve the November 30, 2017 agenda, second by Trousil. All Ayes, motion carried.

Consent Agenda Approval

Norris stated that we have new carpet in the atrium. SEIRPC has received notice of an increase in health insurance of 22.77% (\$36,000 increase) for its renewal option. Group Benefit Partners is helping us investigate options to reduce the cost increase, yet provide excellent employee benefits. Financials are showing a \$1.4 million in housing draws which have driven the \$2.3 million in 2017 SEIRPC revenue to date. These draws are primarily for Multi-Family Housing Projects in Burlington (Tama Building) and Fort Madison (former Cattermole Library and former Lee County Bank Buildings). Motion by Varley to accept the consent agenda, second by Richardson. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan stated that we are presenting to the SEIRPC board the first RLF loan applicant in almost a year. A second application was declined at the recent RLF Loan Review Committee meeting as they did not want them to be in a position to possibly fail. We have completed servicing with USDA over the last few weeks, and Vickie Larson will be visiting SEIRPC soon. Hanan highlighted numerous housing projects that are currently going on right now with SEIRPC, Great River Housing, Inc. and Southeast Iowa Housing, Inc. A new program, Community Catalyst Remediation Program will bring 1,000,000 for communities to compete for, and \$400,000 is committed to communities under 15,000. If interested, contact Tracey Lamm or Dan Eberhardt. Applications are due January 29th. James highlighted the Planning report and stated that staff has been working with the Iowa DOT, Illinois DOT, BNSF, and the City of Fort Madison to complete a study evaluating the approaches to the Fort Madison Mississippi River Bridge to identify alternatives that would remove the current bridge embargo. The planning department staff developed a Des Moines County wide recreation map for Des Moines County Living Well. This large fold out map was recently printed for distribution. Feel free to take a

copy if you are interested in the recreation opportunities in Des Moines County, or contact us if you would be interested in our doing something like this for your area. Keller stated that SEIBUS is undergoing Medicaid claim process changes with the biggest change affecting those from group homes. The payments will go to the group homes instead of to us, and how much they will be paying the group homes for each ride is not yet clear. These changes go into effect on December 1st, but we are assuring that we will continue our services for the month of December at a low rate and hope that we are able to negotiate rates with group home providers moving forward. Hopefully things will work out, but there is a potential for negative impact. A full time driver is being hired soon for the Keokuk General Public and Medical Shuttle route to Iowa City, and a couple of substitute drivers are in the works. No action necessary.

2. Transportation Funding SWAP: Norris stated that he is trying to simplify an explanation of the Transportation Funding Swap. SEIRPC programs all federal transportation funds spent in Southeast Iowa into the Transportation Improvement Program (TIP), which the SEIRPC board approves every year. Programmed funds are primarily Surface Transportation Block Grant (STBG) funds. After programming, each project in the TIP goes through a federal development process in order to actually construct the project. The 2017 Iowa Legislature approved a measure to allow state primary road funds to be swapped with federal funds, to concentrate federal funds into DOT Projects. This would allow local governments to bypass the federal processes and requirements, hopefully saving money. The real changes will happen after the TIP is adopted at the DOT level where the Swap will happen by accounting. After the Swap, local governments will develop the projects to a state-adopted standard, not a federal standard. Mike Norris is on the Swap Committee. No action necessary.

New Business

1. RLF Crossroads Express, LLC: Hanan stated that Mike and Jeff Moehle (MPC Enterprises & Crossroads Express, LLC) through primary lender Two Rivers Bank & Trust, has applied for \$117,500 in revolving loan funds to be used for the purpose of purchasing machinery and equipment. This consists of trucks and trailers as part of MPC Enterprise's wholly-owned hauling company, Crossroads Express, LLC, located in Mount Pleasant. The project is expected to help create 3 jobs and retain 10 jobs over the next 3 years. On November 16, 2017, the SEIRPC Loan Review Committee voted to recommend funding the request under the listed terms. Hanan stated that we would probably pull the funds from the USDA IRP pool, and that the loan would probably close in the next couple of weeks. Trousil made a motion to approve the RLF Application from Crossroads Express, LLC in the amount of \$117,500 for a 5- year amortization at 4% interest and collateral: Real Estate Mortgage on MPC Enterprises; General UCC business lien filing; Personal Guaranty from Mike & Jeff Moehle, second by Sadler. All ayes, motion carried.
2. Public Hearing: FFY2018 – FFY2021 Transportation Improvement Program (TIP) Amendment: Schleisman opened the public hearing at 12:35 p.m. James stated that staff has been working with the City of Houghton on an amendment to their regional TAP project for FFY2018. Due to issues with gaining an easement from a private

property owner and insufficient alternative routes, they have requested an amendment to change the route of the trail. This route will be 1.2 miles rather than the original 1.7 mile-long trail. This amendment is considered a major amendment due to the significant change in scope that could impact the competitive score. This requires review by the Technical Advisory Committee (TAC) and a public hearing. The amendment was reviewed by the TAC on November 9th in which they recommended approval of the amendment to the SEIRPC Policy Board. Changes include a new description; and a new total cost of \$189,000 (Federal contribution \$147,000 and Local Match contribution \$42,000). Schleisman asked for any comments from the public, and there were none. Huston made a motion to close the Public Hearing: FFY2018 – FFY2021 Transportation Improvement Program (TIP) Amendment at 12:40 p.m., second by Trousil. A roll call vote was taken, all ayes, motion carried. Sadler made a motion to approve the FFY2018 – FFY2021 Transportation Improvement Program (TIP) Amendment, second by Trousil. All ayes, motion carried.

3. 2017 McCosh and Meyer Award Nominations: Norris stated that letters recently went out to the Cities and Counties in regard to seeking nominations for the 33rd Annual Leland McCosh Memorial Award, and the 17th Annual LeRoy Meyer Memorial Award. Nominations, including a brief outline of nominee’s service, etc. should be submitted by December 28th to Debbie Laughlin. These awards are to recognize both public officials and persons of community service who have made outstanding contributions to his/her community in the region. No action necessary.
4. 2018 Appointment Letters: Norris stated that letters went out to Mayors and County Supervisor Chairs regarding the appointment resolutions that are needed to be passed to choose a representative on the SEIRPC Board of Directors for calendar year 2018. If anyone has any questions, please contact Debbie Laughlin. No action necessary.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Davidson, second by Trousil. All Ayes

Meeting adjourned at 12:44 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____