

SOUTHWEST IOWA PLANNING COUNCIL

SWIPCO Policy Council Meeting

March 28, 2024, 1:30 p.m.

SWIPCO (1501 SW 7th St., Atlantic, IA)

OR via Zoom

<https://us02web.zoom.us/j/81135720746?pwd=ejNtVEJHS3Ftc0p3ZnpUQWI1cllzUT09>

Meeting ID: 811 3572 0746

Passcode: 710498

Minutes

1. **Call to Order.** Chair Valline called the meeting to order at 1:30 p.m.
2. **Roll Call.** Parks took roll call. Policy Council Members Present: Terry Arentson, Richard Crouch, Joe George, Steve Green, AJ Lyman, Todd Maher, Susan Miller, Charlie Parkhurst, Donna Robinson, Sherman Struble, Todd Valline. SWIPCO Staff Present: John McCurdy, Rhonda Brown, Karen Mauer, Erin Hudson, Mark Lander, and Chris Parks.
3. **Approve Agenda.** Struble moved to approve the agenda. Robinson seconded. The motion passed with all ayes. Arentson stated he had a conflict of interest with the depository resolution and would abstain.
4. **Approve Minutes – February 22, 2024.** Green moved to approve the February minutes. Crouch seconded. The motion passed with all ayes.
5. **Approve Financial Report.** Brown discussed the February financials. She pointed out some grant expenses that show up this month and stated this will be the last miscellaneous expense for rent on the temporary office on Sunnyside Lane. McCurdy talked about some of the disaster recovery revenue probably not being realized until the next fiscal year. Arentson moved to approve the financials. Parkhurst seconded. The motion passed with all ayes.
6. **Approve Payment of Bills.** Brown pointed out the final rent payment for other office. A circuit board payment for a bus was corrected. Transit had four new computers. Crouch moved to approve payment of bills. Green seconded. The motion passed with all ayes.
7. **Approve Agency Expenditures**
 - a. **Building Crafts Pay Application #10.** McCurdy described the work involved in this pay ap for the addition. Only thing left is seeding, one door being painted, and retainage for the last payment coming. Struble moved to approve the payment. Parkhurst seconded. The motion passed with all ayes.

Transit Director Lander asked for approval to have an engine replacement approved for bus 1812 if it goes over the \$10,000 threshold. The quote came in under but expects it could rise above 10K with any changes. Robinson moved to approve the added expenditure. Green seconded. The motion passed with all ayes.
8. **Approve Calendar Year 2024 Depository Resolution.** The depository locations and limits were discussed. Struble moved to approve the depository resolution. Crouch seconded. The motion passed with all ayes with Arentson abstaining.
9. **Approve Calendar Year 2024 Signature Resolution.** McCurdy explained that after changes were made last year the approved signatories are John McCurdy, Mark Lander, and Erin Hudson. Green moved to approve resolution 24-1. Struble seconded. The motion passed with all ayes.
10. **Set Public Hearing date and time for FY25 Iowa DOT Consolidated Funding Application.** Hearing date was proposed for April 25, 2024 at 1:30 p.m. at the SWIPCO Office. Crouch moved to approve the hearing date. Robinson seconded. The motion passed with all ayes.

11. **Annual board member code of conduct acknowledgement.** Code of conduct forms were distributed to be read and signed by all Policy Council Members.

12. **Transit Report.** Lander said it was the best February on record for SWITA ridership. SWITA has been informed that 5 new buses are set to be delivered in April. Very pleased to get new buses into the fleet and put some others into backup status, long time coming.

13. **Planning Report.** Hudson reported that 6 projects will be closing out by the end of May. They had to push back some sewer/water plans for later this year because communities were not ready for them.

14. **Housing and Southwest Iowa Housing Trust Fund Report.** Hudson reported FHLB projects are getting started with 3 in the hopper. HRPP accepted applications have moved up to 10 which is as high as any COG in the state. Staff has been very on the ball with those projects. Application deadline was extended to April 15th.

15. **Business RLF Report.** McCurdy reported there has been some nibbles after recent information has been put out. The legacy RLF has an interest rate of 6.375% and the COVID restricted fund rate is 4.5%. SWIPCO would work with potential recipients to fit their project in the best way possible. McCurdy also discussed happenings with a lein against a building in Griswold.

16. **Director's Report.** McCurdy reminded board members of the IPTA D.C. fly-in which will be April 11th and 12th. He also discussed the happenings with the move in to the new addition. Also touched on his recent D.C. fly-in with NADO to promote EDA reauthorization. He has been speaking with Sidney and Emerson about inspection programs.

17. **Public Comment Period.** None

18. **Board Sharing.** None.

19. **Other Business.** None.

20. **Adjourn.** Chari Valline adjourned the meeting at 2:11 p.m.

Planning Report

CDBG Projects

Upper Story

Missouri Valley – no progress even with asking weekly.

Atlantic – needs final inspection, Certificate of Occupancy, and income verifying to get leased out.

Other CDBG

Clarinda Community Facility (SW IA Child Center) – monitoring complete, need some final invoices and we will be ready to close!

Glenwood Downtown Revitalization – Section 106 approved. Sending out RFP for asbestos. Bid opening in May, work beginning in June.

Malvern Daycare Community Facilities – release of funds should happen March 25 and Tammy will take the project from there.

Other

Destination Iowa – Stanton

Working with Jenna

Disaster Recovery

Closing

Tabor

509 Sherman – waiting on final claim to be submitted, approved, and paid for close out.

Modale Lagoon – a valve is faulty, is ordered, when arrives will be put in. An extension granted through May 31

Glenwood Infill Lots –

210 Valley – final claim submitted and approved-needs paid for close out along with Release of Mortgage document from city to IEDA and SWIPCO.

1001 N. Linn – budget revision was approved, final claim submitted and approved-needs paid for close out and a few other documents, just waiting on Jared's direction.

401 ½ Birch – working on tribal letters – little response so far – no worries

Both units at 306 N Locust will be rented by April 1

621 Main St. Tabor – Certificate of occupancy is provided for all 4 units – still trying to fill 3 of the 4 units

In progress

Harvest Hills Woodbine – 32 of 40 homes are sold, but still we need purchase agreements. We only have 18 purchase agreements. They give them to us just before closing, so we really can't pursue this as we go along. They did have 4-5 drop out on their end, so we moved backwards a bit from 36 sold to 32. Aaron in housing is working with another 3 that are interested so that may bump that number up quick.

Wabash Landing Malvern – this project decreased from homes to 40 homes to 20 as there were budget concerns and a housing study completed about needs in the area. The money is not lost, however it was moved from housing to infrastructure, so it is there just in a different category. They have more to do there than originally anticipated so the money is being shifted. They are

going to contract with Mark Hughes Construction to do the housing construction and they should start in June/July.

North Ridge Acres Hamburg – just waiting for HUD to approve the budget, which decreased. The housing budget is the same, but the infrastructure budget decreased by about \$8M. The 3D home is moved out of this project as well, as it won't get completed in time. Once the new award is approved, we will get all paperwork squared away and get moving.

712 Lofts Glenwood – construction continues, Phil is down there during the process quite a bit and construction meetings occur every 2 weeks

Burr Oak Glenwood – Inspections are complete. Phil is waiting on an electrical inspection report and he will sign Certificate of Occupancy for apartments.

5th Ave Homes Logan – monitoring was 3/21. Houses look awesome and have partially finished basements with 2nd bathroom.

Arbor Hills Glenwood – Phil is staying on top of work being done and inspection process

Hamburg Levee – EDA, USACE, SWIPCO are working together to get this grant finished and the levee finished. Work is in progress and solutions being discussed since work has been done since close out date was

March 2022.

Hamburg/Fremont County Commercial Buyouts – received 2 invoices from Tallgrass and they will get us a report by end of March.

Water Sewer

Mondamin – still working on getting employee interviews done-been hard to nail anyone down; new project manager at IEDA; monitoring visit will begin soon.

Randolph – pre-construction meeting held. Work will start June 1.

Comprehensive Plans

Montgomery County – moving right along. Future land use map done. Meetings continue and going well.

Villisca – moving along again. Future land use map is done. Getting final goals and a draft plan together.

Red Oak – a lot of meetings in February and March to move right along. Getting a draft plan together to get out.

HMP

Fremont & Page Counties – plans are with FEMA and waiting on resolutions from cities

Montgomery County – waiting on response to cost estimate.

Long Range Transportation Plan and Public Participation Plan

LRTP – first meeting was March 21 and went through goals and committee gave a lot of good updates. Next steps are to meet with modal groups. Dani will schedule those meetings.

PPP – this goes hand in hand with LRTP and shouldn't change much

Zoning

Walnut

Dunlap

Missouri Valley

Glenwood

Holly is now working on a lot of the zoning for SWIPCO

Codes

Harrison County	Villisca	Wiota	Tennant	Yorktown
Modale	Braddyville	Mondamin	Hamburg	Pacific Junction

Potential CDBG

AMU – April 1 – water/sewer

DNR submitted in December?

Need updated costs

Public hearing on March 20

Persia July 1 – water tower

PER submitted to DNR

CDHN survey out

Pushed back to July as USDA funding is not in place

Elk Horn July 1 – water

PER done

ER done

PER is getting re-worked so much push it back to July 1

Little Sioux April 1 – water/sewer

PER submitted to DNR

Sent out CDHN survey

Need to start ER

Pushed back to July 1 because USDA funding not in place

Essex April 1 – water/sewer

Submitted March 25

Oakland-October 1 – maybe July 1 – not ready yet

Randolph – unknown – water application

DNR permit won't be for a year

Harlan Water/Sewer was submitted but haven't heard

Other

Catalyst grant for Tim Guinnan in Logan IA – due April 15

Elliot Food Pantry – due April 1

RPA Special Projects – trail mapping – sent out RFP – heard back last Friday – decisions to make on submissions

Energy Efficiency CDBG – Atlantic – street lights – submitted

Business RLF

Chris put out some marketing in the newsletter.

SWIPCO BOARD MEETING—March 28, 2024

HOUSING REPORT:

- Lead Abatement (HUD)
 - 2 completed, 1 under construction, 4 in process, 2 ready for inspection
- Council Bluffs CDBG
 - 80 inspections to date
 - 65 completed
- RENTAL INSPECTIONS
 - Red Oak, Missouri Valley, Malvern, Walnut, Villisca
- BUILDING PERMITS
 - Red Oak
- DANGEROUS BUILDING INSPECTIONS
 - ongoing
- DISASTER RECOVERY NEW CONSTRUCTION
 - Woodbine – 40 units – 20 closed
 - Logan – 3 units
 - Glenwood – 40 units – 1 closed
 - Malvern – 40 units
 - Tabor – 6 units – 3 closed
 - Hamburg – 36 units

HOUSING TRUST FUND:

- SMALL REPAIR PROJECTS
 - 2023 IFA
 - Homeownership Assistance completed
 - Repair 10 completed; 15 in process;
 - 2024 IFA
 - Homeownership Assistance: 3 closed, 6 in process
 - IFA HRPP (Home Repair Pilot Program)
 - 10 applicants; 2 awarded
 - 2023 Iowa West
 - 7 rehab projects completed; 9 in process
 - Funding spent
 - 2023 FHLB
 - In homeowner application process – 3
- HOMES FOR IOWA
 - 7 applicants – 2 withdrew; 3 looking for financing; 2 waiting on city
- DEMO
 - Red Oak – completed
 - Remaining funds: \$5,597 in 2023 grant and \$35,000 in 2024 grant

Transit Report 03/28/2024 Policy Council Meeting

We ended up having the best February in regard to numbers that we have ever had coming in at:

Rides---49,206(+3,312) **Miles**—181,465(+17,545) **Hours**—10,182 (+1,106)

Student transportation—7,708

Taxi---4,881

Workroute—7,360

We have also been informed that 5 of the buses we have ordered should be arriving in the next couple weeks. This will provide much needed relief to the fleet this will allow us to start moving some buses around and moving others that are high mileage to back-up status. I have also been advised that the engine we ordered for 1812 has arrived and should be installed in the coming week.