

NIACOG EXECUTIVE COMMITTEE - MINUTES
Bennigan's, 2023 7th Ave. N, Clear Lake, Iowa
November 13, 2023 at 5:15 p.m.

Members in Attendance: Sis Greiman, A.J. Stone, Mark Johansen, David Vikturek, Jim Wherry, Executive Director Myrtle Nelson, and Senior Planner John Robbins

Members Absent: None

1. Call to Order: Greiman called the meeting to order at 5:22 p.m.
2. Approval of Agenda and Minutes of Previous Meeting: The members reviewed the current agenda, as well as, the minutes for the Executive Committee meeting held on September 11, 2023. Stone made a motion to approve the agenda and the minutes as printed. Vikturek seconded the motion, and it carried unanimously.
3. Financial Report
 - a. August & September 2023 Financial Reports: Nelson reviewed the 'Statement of Net Assets', the 'Statement of Revenue and Expenses', and the 'Monthly Disbursement Detail' (listing of checks) for August & September of 2023. Nelson noted that the audit for FY 23 will begin on Wednesday.
 - a. Capital expenditure over \$5,000: Nelson detailed capital purchases over \$5,000 as follows.
 - i. August: Buses: Purchased from Davey Coach Sales for a total of \$887,325 (Check #24899) as follows at \$147,887.50 for each bus:
 - 1FD FE4FNXPDD14968
 - 1FD FE4FN8PDD14970
 - 1FD FE4FNXPDD14971
 - 1FD FE4FN3PDD14973
 - 1FD FE4FN7PDD14975
 - 1FD FE4FN9PDD14976
 - ii. September: Foxster Opco, LLC (transit dispatch software) - \$53,250 (Check #24982): Nelson explained that this purchase is for the transit dispatch software and at considerably lower price than originally budgeted.
 - iii. Future: Up to \$12,000 for 27 Electronic Tablets for Transit Buses: U.S. Cellular provided a proposal to purchase 27 Electronic Tablets for Transit Buses in preparation for the new dispatch software. Nelson explained that U.S. Cellular was approached because, after checking with other transit

systems, the U.S. Cellular coverage was found to be the most reliable in not losing connectivity while the buses were in their routes and they provide a sizable discount on the tablet cost. The Samsung Galaxy tablets cost \$419 on Amazon and \$399.99 from U.S. Cellular saving the agency \$540 for the 27 tablets. Samsung Galaxy brand tablets were selected based upon their reliability according to other transit systems, which is essential for ensuring drivers are at the right house at the right time for picking up riders. Their proposal for the tablets totaled \$14,849.73, less a discount of \$4,050 for a total of \$10,799.73. Nelson requested that up to \$12,000 be approved to purchase the 27 tablets in case any incidentals arose during the purchase. Nelson also noted that the total cost for the monthly cell service is \$252 per month (not including fees) or about \$9.50 per tablet.

Stone made a motion to approve the financial report, the Davey Coach bus purchases as listed above totaling \$887,325, the Foxster Opco transit dispatch software for \$53,250, and the purchase of the 27 Electronic Tables for up to \$12,000. Vikturek seconded the motion, and it carried unanimously.

4. Communications and Reports

- a. Appointment of Nominating Committee: Greiman announced that she selected the following individuals to serve as the Nominating Committee: Mark Johansen, Casey Callanan, and Marcia Tweeten. Nelson asked those present if they would be willing to continue of the Executive Committee. All responded in the affirmative; however, Sis Greiman and A.J. Stone offered a willingness to switch roles as Chair and Vice-Chair.

5. New Business

- a. Health Insurance Plan Selection: Mark Ebeling of Edwards-Brandt & Associates, Inc. provided the attached summaries of the current insurance program, the renewal they provided, the recommended HealthPartners plan, and a Wellmark plan. He stated that the current health insurance program (Aetna @\$249,187) was contacted for a renewal and premium rates came back at more than double the current rates (\$561,0960). The Wellmark plans cost more for lesser coverage. So, he looked into other options. He presented information on the recommended health care plan with Health Partners. HealthPartners has been insuring large employers for many years and recently started insuring smaller employers in Iowa. The plan includes both a regular co-pay/PPO plan and a high-deductible health savings account, which is consistent with past coverage at a cost (subject to change for coverage elections and health conditions) of \$288,544 (15% increase over 2023 premium). Vikturek requested additional detail about any changes in the insurance coverage for claims. Ebeling stated that, for the PPO/Copay plan, the co-pay for doctor visits was less, the deductible stayed the same, co-insurance increased to 30%, and the out of pocket maximum increased. He further stated that, for the

high-deductible health savings account, the deductible and out of pocket maximum were reduced. Johansen made a motion to approve the HealthPartners Gold medical plan as presented in the attachment. Wherry seconded the motion, and it carried unanimously.

- b. Iowa Communities Trust: Nelson stated that a representative of the Iowa Communities Trust contacted her recently to discuss health care insurance options. Although sufficient time is not available to initiate a new insurance during the current renewal window (December 1 start of next plan year). The plan appears to offer an ability to become part of a large pool that might have some savings in premium and provide better coverage. She notes that the program will be pursued to see if it would actually provide the savings.
- c. Community Development Planner Replacement in Progress: Nelson recalled having said that she intended to delay rehiring for the Community Development Planner position until additional workload opened up. She further reported that new workload is coming in the form of administration for home repair grants being offered by the Iowa Finance Authority and 65 historic reviews from CG Public Health.

6. Old Business:

- a. FY24 Budget Enhancement Progress & Plans: Nelson stated that staff are working to initiate budget controls in the areas listed on the attached sheet. She also noted that the work to initiate the new software is underway as a first step to other changes, that over \$50,000 has been saved in salaries in FY 24 due to eliminating one position, postponing another, and reducing overtime, and that work on non-emergency medical rides paid through insurance is yielding additional revenue.

7. Other Items from the Board:

8. Next Meeting: Greiman noted that the next meeting is scheduled to be held on Wednesday, December 20, 2023 at noon in the NIACOG office.

9. Adjournment: Vikturek made a motion to adjourn the meeting at 6:12 p.m. Johansen seconded the motion, and it carried unanimously.

Respectfully submitted,

Myrtle Nelson, AICP
Recording Secretary