

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, September 25, 2013, 3:30 p.m.
Scott County Administration Building
600 West Fourth Street
Davenport, Iowa

MEMBERS PRESENT: Minard – Chair, Austin, Banaszek, Callaway-Thompson, Gluba, Hillman, Kelly, Lawrence, Liddell, Myers, O’Boyle, Raes, Sherwin, Sorensen, Terry, Thodos, Volz, Wells

MEMBERS ABSENT: Anderson, Burrage, Crouch, Earnhardt, Gallagher, Goodwin, Gordon, Heninger, Hopkins, Pauley, Rangel, Schloemer, Stoermer, Sunderbruch, Tank, Tossell, Washburn

OTHERS PRESENT: Robert Mahrt, City of Aledo Administrator

STAFF PRESENT: Bulat, Grabowski, Pearson

Chair Minard called the meeting to order at 3:35 p.m.

1. Approval of the August 28, 2013 Minutes. Ms. Sherwin moved to approve the minutes of August 28, 2013 as presented. Mr. Volz seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Ms. Kelly presented the Treasurer’s Report for the month ending August 31, 2013, noting an ending total bank and book balance of \$522,618.65. Ms. Kelly moved the report be accepted as written and mailed. Mayor Gluba seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Austin presented the bills totaling \$57,190.37, as listed on the following bills listing and addendum dated September 25, 2013:

Bills List

Hurt, Norton & Associates, August 2013 legislative technical service (cost reimbursed by participating member governments)	\$ 7,750.00
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	4,438.00

Addendum

Bancard Center, VISA charge card expenses related to 1 staff attending the Presenting Data & Information seminar; 1 staff attending the Economic Development Strategic Planning Training Course; 1 staff attending the Human Services Transportation Planning meeting; office supplies	3,448.65
Caliper Corporation, 2 Standard TransCAD Software Support	2,200.00

Louisa Ewert, Treasurer			5,057.12
10/2013	Rent	\$4,618.38	
10/2013	Internet Access	88.00	
08/2013	Postage	-	
08/2013	Printing	81.11	
08/2013	Supplies	89.81	
08/2013	Cell Phone	179.82*	
*(Partial costs reimbursed by HCEDP/Rural Accelerator Grant)			
URS Corporation, Household Survey and Model Integration Project			34,296.60

Mr. Austin moved approval of the bills totaling \$57,190.37 as presented above.
 Mayor O'Boyle seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2013 Program Budget as of August 31, 2013. Mr. Austin explained the Program Budget Status Report was mailed in members' packets. The Commission is 16.7% through the fiscal year with 15.8% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts/grants over \$7,500 requiring Commission approval:
 - Contract with Penn Credit Corporation for collection of delinquent MUNICES fines. The contingency commission fee shall be 19.5% for standard non-attorney referral collections and 30% when referred to an attorney for collections. The term of the contract is continuing and will remain in effect until terminated by either party. The terminating party shall provide sixty (60) days notice.

Mayor Thodos moved approval of contract, and Mr. Austin seconded. The motion passed unanimously.

- 4. Report on Joint Purchasing. Ms. Pearson reported that the Bi-State Regional Commission's member governments in Illinois created the Illinois Joint Purchasing Council in 1986, and purchasing activity started in December of that year. In 1999, Bettendorf, Davenport, and Scott County joined, and the group became known as the Bi-State Joint Purchasing Council.

Ms. Pearson said that membership in the Council requires village, city, or county approval and signing of the intergovernmental agreement by all parties. Currently, 29 government entities are members, and Bi-State membership dues fund the program. The Council lowers governmental purchasing costs through large volume purchases and competitive buying.

Ms. Pearson and Bi-State staff member Peggi Merchie, work with about 80 government staff located in various departments within Bi-State member governments. Staff maintains a database of about 275 vendors that includes all contact information, items on which they are able to bid, and past bid responsiveness of the vendor.

The program reduces duplicative administrative costs, such as advertising, postage, bid preparation, and analysis. Vendors deliver all items as indicated on the purchase orders supplied by the participants, which cuts down on shopping trips and fuel charges by participating member governments. Bid prices are firm and all inclusive.

Ms. Pearson explained that the Council does not accept any of the delivery, freight, or fuel surcharges that are frequently added to invoices. Program participants share expertise and

experience attending Joint Purchasing Council meetings or special training sessions held with industry experts.

Currently, the common purchases include:

- Office calendars
- Printer/fax supplies
- Copier and plotter paper
- Water treatment chemicals
- Utility supplies – pipe, clamps, couplings, valves and valve boxes, hydrants, marking paint
- Street signs, street sign posts, and related materials
- Ice melt
- Turf chemicals, athletic field dressing items , pond colorants, and turf
- Prairie & wildflower seed
- Janitorial paper products, cleaning supplies and chemicals, and personal hygiene items
- Can liners and food service supplies

Ms. Pearson told Commissioners that they could contact her for more information on the program and to let all of their staff know about the program. It was suggested intergovernmental organizations that work with member governments and are tax exempt should be made aware of the program.

5. Air Quality Update. Ms. Bulat reported that the Clean Air Act requires the Environmental Protection Agency (EPA) to set National Ambient Air Quality Standards (NAAQS) for pollutants considered harmful to public health and the environment. The Clean Air Act identifies air quality standards to protect public health including protecting the health of "sensitive" populations such as asthmatics, children, and the elderly. EPA has set NAAQS for six principal pollutants, which are called "criteria" pollutants. They are carbon monoxide, lead, nitrogen dioxide, ozone, PM 2.5, PM10, and sulfur dioxide. The three criteria pollutants of most concern to the Bi-State Region are ozone, PM2.5, and sulfur dioxide.

Ms. Bulat stated that there have been no air quality exceedences in Scott and Rock Island Counties to date in 2013. She did note that there are no monitors for NAAQS in Henry and Mercer Counties. Exceedences of sulfur dioxide and fine particulates have persisted in the Muscatine County area. In 2010, a new standard for sulfur dioxide was put in place that has contributed to the high number of poor air quality readings in Muscatine. As a result, the U.S. Environmental Protection Agency (USEPA) in cooperation with the Iowa Department of Natural Resources (IADNR) held outreach meetings in Muscatine. A non-attainment designation for sulfur dioxide in Muscatine was announced earlier this year. IADNR is working with Kent Foods Corporation (GPC), Muscatine Power and Water, and Union Tank Car to implement stationary source emission reduction measures to address the sulfur dioxide non-attainment designation. The cost of improvements implemented by the businesses will total over \$100 million. These improvements should also reduce the level of fine particles in the air.

Ms. Bulat stressed that as a result of the continuing changes in the regulations, education and outreach remain important. Bi-State continues to conduct outreach including publication of newspaper tabs, press releases, and other media outreach.

The USEPA thru the IADNR and the Illinois Environmental Protection Agency (ILEPA) are required by law to reduce exposure to hazardous air pollutants. EPA has issued over 120

National Emission Standards for Hazardous Air Pollutants. Some of these standards apply to both major and area sources of hazardous air pollution, and some apply just to one or the other.

Ms. Bulat outlined the two sources of air pollutants.

Major sources are those with facility-wide potential or actual emissions of 10 tons per year, or more of any single hazardous air pollutant or 25 tons per year or more of a combination of hazardous air pollutants. These are named Title V facilities and are randomly inspected.

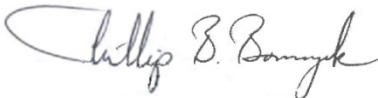
Area sources are those with potential and actual emissions below the major source thresholds. Businesses may need an air permit if any operations or equipment release air emissions (dust, vapors, fumes, etc.). Air permits may be required if equipment or processes:

- Include a stack, vent, or dust collector
- Use solvent, paints, inks, or adhesives
- Burn fuel
- Cause smoke, dust, or odors

Ms. Bulat concluded that any activity that emits or can reasonably be expected to emit an air pollutant would need to have appropriate permits from the IADNR or the ILEPA. Permits are issued prior to beginning construction or modification unless exempted pursuant to a rule or statute. Examples of businesses that typically need permits are large industry, body shop repair establishments, dry cleaners, gasoline stations, and plating and polishing operations, among others.

6. **Other Business.** Ms. Bulat noted that Bi-State received official notice that the EDA awarded the money for the Investing in Manufacturing Communities Partnership grant in conjunction with the Quad Cities Chamber of Commerce, as approved by the Commission at last month's meeting.
7. **Adjournment.** The meeting adjourned at 4:31 p.m.

Respectfully submitted,



Phillip Banaszek
Secretary