

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

Wednesday, November 15, 2023, 3:30 p.m.  
SAL Community Services  
3800 Avenue of the Cities, Suite 108  
Moline, IL

MEMBERS PRESENT: Breeden –Chair, Adams, Bark, Beck, Freeman, Gallagher, Lack, Limberg, Maxwell, Mendenhall, Mielke, O’Brien, Paustian, Rayapati, Roethler, Sorensen, Stoermer, Thoms

MEMBERS ABSENT: Brunk, Callaway-Thompson, Dawson, Dunn, Heninger, Matson, G. Mitchell, G. Moore, R. Moore, Newton, Ortiz, Parker, Sauer, Schloemer, Thompson, Wise

OTHERS PRESENT:

STAFF PRESENT: Bulat, Connors, Henderson, Keeney-McGurk, McCullough

Chair Breeden called the meeting to order at 3:33 p.m.

1. Approval of the October 25, 2023 Minutes. Mayor Limberg moved to approve the minutes of the October 25, 2023 meeting as presented. Mr. Beck seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mr. Maxwell presented the Treasurer’s Report for the month ending October 31, 2023, noting an ending total bank and book balance of \$515,458.17. Mr. Maxwell moved the report be accepted as written and mailed. Ms. Mendenhall seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
  - a. Bills. Mayor Thoms presented the bills totaling \$39,329.84, as listed on the following bills listing:

*Bills List*

Bohnsack & Frommelt, LLP, Final Year End June 30, 2023 Audit and Single Audit	\$20,000.00
Grants Management Systems, Inc., Annual License and Warranty, Service & Support/Maintenance, 2024 – Payroll & Accounts Payable Systems	4,630.50

*Addendum*

Blackhawk Bank & Trust VISA credit card expenses related to: 6 staff attending the 2023 Illinois DOT Fall Planning Conference; Envato Software renewal; 1 staff attending the Finance & Accounting 101 training; Iowa Intergov Meeting (costs to be reimbursed by participants); CEO/CAO Meeting (costs to be reimbursed by participants); Adobe Creative Cloud subscription; 1 staff attending ILCSWMA’s 2023 Conference	4,294.06
JTI, Repairs for two traffic counters	3,192.21

Rock Island County Treasurer			5,148.07
12/2023	Rent	4,979.25	
12/2023	Internet Access	88.00	
10/2023	Printing	80.82	
Thomas A. Skorepa, P.C., Attorney At Law – October 2023 Fees			2,065.00

Mayor Thoms moved approval of the bills totaling \$39,329.84 as presented above. Mr. Stoermer seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2023-24 Program Budget as of October 31, 2023. Mayor Thoms explained the Program Budget Status Report was distributed in Commission members’ packets. The Commission is 33.3% through the fiscal year with 17.5% expended and within budget.
- c. Consideration of Recommendation to Accept the Financial and Compliance Report for the Year Ended June 30, 2023. Mayor Thoms stated the Finance and Personnel Committee received a detailed audit presentation and recommending approval of the audit report. Ms. Frommelt reported that there were no findings, and that Bi-State complied with all laws, regulations, contracts, and grants. The Commission again received the highest audit opinion, an unmodified opinion “Clean Audit” with not findings or questioned costs.

Mr. Beck made a motion to accept the Financial and Compliance Report for the year ended June 30, 2023. Mr. Stoermer seconded the motion, and it passed unanimously.

- 4. Update on Joint Purchase of Aerial Photography. Ms. Keeney-McGurk reported that Bi-State is helping coordinate the Regional Aerial Mapping Project, to be flown in 2024. She stated that we have done flights before in 2005, 2009, 2014, and 2019. The participants vary from year to year, but the Spring 2024 Participants are: Muscatine County/MAGIC, Rock Island County, Scott County, City of Bettendorf, City of Davenport, City of East Moline, Village of Milan, City of Moline, City of Rock Island, Rock Island Arsenal, City of Silvis and potentially the City of Aledo. Henry County declined, as they had a new aerial flown last spring.

Ms. Keeney-McGurk stated that a technical consultant was hired to assist with the RFP, this contract is held by Bi-State. The consultant’s tasks are to review the proposals, create a summary of the proposals and then advised the group. The proposals are reviews by the consortium and a vendor is chosen – this week they chose Surdex. Each consortium member must receive the base product of 3 in aerial photography, but they can also select other add on options. Each member holds their own separate contract the vendor. The consortium group includes GIS and Administrator staff from participants. The biggest benefit of joint acquisition is the cost savings. It also ensures continuous aerial coverage of the greater Bi-State region.

Ms. Keeney-McGurk noted that we plan to have all individual contracts with the vendor done by January 15, 2024. The flights will take place in the Spring of 2024 and we should have final delivery in October 2024. Ms. Bulat noted Ms. Keeney-McGurk had recently been promoted, and that November 15 is GIS Day.

- 5. Questions or Comments by Commissioners. There were no questions or comments by Commissioners.

6. Other Business. Ms. Bulat shared with Commissioners that next month’s Commission Meeting will be held at the Quad City Botanical Center on Wednesday, December 20, with a holiday reception following the meeting. Details will be sent out prior to meeting.

In addition, Ms. Bulat noted that anyone interested in the I-80 meeting at 4:00 p.m. that has not registered for the meeting will need to do so. Once registered, a link will be sent prior to the meeting with an audio option.

7. Adjournment. The meeting adjourned at 3:48 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Richard H. Brunk", with a long horizontal flourish extending to the right.

Richard “Quijas” Brunk  
Secretary