UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF APRIL 22, 2021 MEETING

This meeting took place via electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. As a result of the spread of COVID-19 in the state of Iowa and based on the latest guidance from the Centers for Disease Control and Prevention, it was impractical for the UERPC Board to meet in person. Therefore, the meeting took place virtually via the Zoom electronic meeting platform.

MEMBERS PRESENT: Jack Knight, Mary Koopman, Larry Schellhammer, Bonnie Basemann, Ray Peterson, Patti Ruff, Roger Arthur, Brett Devore, Leon Griebenow, Marty Stanbrough, Sue Updegraff, Mark Bohle, Pat Murray, Alison Holten, Peggy Lensing, and Mark Vick. Shirley Vermace joined at 1:02 pm.

MEMBERS ABSENT: Barb Collins and Nina Taylor

OTHERS PRESENT: Rachelle Howe, Heidi Hackman, Karen Cooper, and Diana Johnson

Chairman Murray called the meeting to order at 1:00 pm. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. A motion was made for approval by Holten; seconded by Devore. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the January 28, 2021 meeting. A motion was made for approval by Stanbrough; seconded by Updegraff. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Cooper presented the list of disbursements from January 1, 2021 to March 31, 2021 to the board for review. A motion was made by Bohle; seconded by Koopman to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: Cooper also presented the treasurer's report to the board for review. A motion was made by Lensing; seconded by Vermace to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

FY '22 BUDGET: Cooper explained the FY '22 budget with a CPI percentage of .846% and the step pay plan increases. She explained additions of COVID-19 funds and new programs. A motion was made by Bohle, seconded by Griebenow to approve the FY '22 budget. No further discussion. Motion carried unanimously.

COST ALLOCATION: Cooper presented the FY '22 cost allocation plan on how UERPC distributes direct and indirect funds. A motion was made to approve the cost allocation plan by Basemann; seconded by Knight. No further discussion. Motion carried unanimously.

SAFE ROUTES TO SCHOOL: Howe explained how UERPC has been recognized nationally with our Safe Routes to School program and that it would be helpful if we could use our local match towards other grants instead of using for the Safe Routes to School program. She would like to ask the county supervisors to help with this match. The motion was tabled by Knight, seconded by Stanbrough until a later date and more discussion. No further discussion. Motion carried unanimously.

EDA RELEASE OF RLF: Johnson explained that we have been invited by the Economic Development Administration to release our federal interest in the UERPC revolving loan fund program as we have been operating the program satisfactorily for more than seven years. A motion was made by Bohle; seconded by Koopman to approved resolution #2021-01. A roll call vote was taken with all members voting aye. No further discussion. Motion carried unanimously.

BANK ACCOUNTS: Howe explained the need to update the various UERPC program's signature cards. A motion was made by Ruff; seconded by Updegraff to approve the updates of these accounts by signing resolution #2021-02. A roll call vote was taken with all members voting aye. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD MEETING: Murray explained the executive board had not met recently and therefore there was no update.

RLF UPDATE: Howe explained that we are currently in litigation with one of our USDA Intermediary Relending Program borrowers.

AMENDMENTS TO FY ’21 BUDGET: Howe explained that we have no amendments to the FY ’21 budget.

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director’s report and sent within the board packets. She explained the CARES funds received for the agency, remodeling at the Postville office, the need for tearing down one of the outbuildings at the Decorah office, new possible COVID-19 procedures, and the Homes for Iowa program.

FLOOR ITEMS: Knight asked questions regarding the $4.5 million broadband grant awarded to Allamakee-Clayton Electric Cooperative and Howe and Arthur explained the new aerial fiber to be installed.

NEXT MEETING: The next meeting is scheduled for Thursday, July 22, 2021.

ADJOURNMENT: Motion by Bohle; seconded by Griebenow to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 2:07 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

/s/ Diana Johnson, Recording Secretary