UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF DECEMBER 5, 2019 SPECIAL MEETING

MEMBERS PRESENT: Larry Schellhammer, Dan Canton, Ray Peterson, Bonnie Basemann, Leon Griebenow, Marty Stanbrough, Mark Bohle, Pat Murray, Alison Holten, Mark Kuhn and Nina Taylor

MEMBERS ABSENT: Jack Knight, Mary Koopman, Patti Ruff, Roger Arthur, Peggy Sherrets, Sue Updegraff, Michael Klimesh and Dean Thompson

OTHERS PRESENT: Rachelle Howe, Karen Cooper and Diana Johnson

Chairman Kuhn called a special meeting to order at 1:00 pm at UERPC's Postville office. 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 Taylor; seconded by Murray. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the October 17, 2019 meeting. A motion was made for approval by Basemann; seconded by Griebenow. No further discussion. Motion carried unanimously.

EMPLOYEE HANDBOOK: Howe discussed current health insurance coverage premiums for staff and the benefits of discontinuing health insurance for employee families. Howe has consulted with an attorney to determine if there are any ramifications for this policy change. A motion was made by Schellhammer, seconded by Holten for approval of the employee health insurance policy change. No further discussion. Motion carried unanimously.

BATHROOM AND CONFERENCE ROOM IMPROVEMENTS: Howe has received two bids for bathroom and conference room renovations to the UERPC office in Decorah. A motion was made by Holten, seconded by Bohle to accept the low bids for renovations to the Decorah bathroom and conference room. No further discussion. Motion carried unanimously.

ROOF AND SIDING IMPROVEMENTS: Kuhn discussed issues with the roof and siding at the UERPC office in Decorah. A motion was tabled until bids can be received for these improvements.

INSULATION IMPROVEMENTS: Kuhn discussed the bid he had received for insulation improvements. These enhancements will improve the ice and venting problems at the UERPC office in Decorah. A motion was made by Griebenow, seconded by Stanbrough to accept the low bid for insulation improvements. No further discussion. Motion carried unanimously.

FLOOR ITEMS: Discussion was had on Dan Canton retiring at the end of the calendar year.

NEXT MEETING: The next meeting is scheduled for Thursday, January 16, 2020 at 1:00 pm at the Postville office.

ADJOURNMENT: Motion by Griebenow; seconded by Bohle to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 1:38 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