UERPC COMMISSION BOARD
MINUTES OF OCTOBER 19, 2017 MEETING

MEMBERS PRESENT: Jack Knight, Mary Koopman, Larry Schellhammer, Liz Jaster, Janell Bradley, Leon Griebenow, Peggy Sherrets, Sue Updegraff, Mark Bohle, Jan McGovern, Alison Holten, Mark Kuhn, Nina Taylor, and Dean Thompson

MEMBERS ABSENT: Dan Canton, Ron McCartney, Patti Ruff, Roger Arthur and Michael Klimesh

OTHERS PRESENT: Ray Peterson, Fred Schuster, Michael Keefer, Rachelle Howe, Karen Cooper, Fern Rissman and Diana Johnson

Chairman Mark Bohle called the 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. Motion by Thompson; seconded by Kuhn. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the June 15, 2017 meeting. Motion by Bradley; seconded by Updegraff. No further discussion. Motion carried unanimously.

QUARTERLY DISBURSEMENTS: A list of disbursements had been sent within the board packets for review. A motion was made by Koopman; seconded by Griebenow to approve quarterly disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: A copy of the treasurer's report had also been sent within the board packets for review. A motion was made by McGovern; seconded by Jaster to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

CREDIT CARD POLICY: The UERPC auditors had recommended updating several policies within the organization. Resolution #2017-01 was presented to approve the credit card policy. A motion was made by McGovern; seconded by Kuhn to approve the credit card policy that was presented. A roll call vote was taken with all members voting aye. No further discussion. Motion carried unanimously.

INVESTMENT POLICY: The investment policy was tabled at this time due to changes to the policy not being ready for the meeting.

CAPITALIZATION POLICY: Resolution #2017-02 was presented to approve the capitalization policy. A motion was made by Jaster; seconded by Updegraff to approve the capitalization policy that was presented. A roll call vote was taken with all members voted aye. No further discussion. Motion carried unanimously.

PROCUREMENT POLICY: Resolution #2017-03 was presented to approve the procurement policy. A motion was made by Bradley; seconded by Sherrets to approve the procurement policy that was presented. A roll call vote was taken with all members voted aye. No further discussion. Motion carried unanimously.

MEMBERSHIP: Howe discussed the 2% increase that has been asked from the county supervisors last year and recommended a rate of 2%-5% for the upcoming fiscal year 2019 membership. After discussion a motion was made by Sherrets; seconded by Taylor to approve a one year 3% increase of county membership for FY 2019. No further discussion. Motion carried unanimously.

NOMINATION COMMITTEE: Bohle asked if anyone would like to be on the nominating committee for the 2018 slate of UERPC officers. Griebenow made a motion to approve Bohle and Kuhn to be on the nominating committee; seconded by Sherrets. No further discussion. Motion carried unanimously.

HOME/TBRA: Howe explained the HOME and TBRA programs to the board members. A motion was made by Jaster; seconded by Koopman to approve an application for the HOME program and to approve an account be set up for the TBRA program. No further discussion. Motion carried unanimously.

METRONET: Howe explained that herself, Bohle and Kuhn recently met with the Metronet board. The Metronet board had agreed to dissolve UERPC's membership and reduce the UERPC's payment to approximately $26,000 to be paid over a 10-year timeframe. UERPC would remain on the Metronet system and could utilize in-kind work to pay-off their amount due. A contract is being passed among the Metronet partners to be signed.

EXECUTIVE DIRECTOR'S UPDATE: Howe had prepared a director's report and sent within the board packets. She highlighted a recent meeting regarding the Lansing bridge.

BOARD TERMS: Howe reminded the board that the following members terms will expire at the end of December and explained the process to renew. Those members include: Knight, McCartney, Arthur, Sherrets, McGovern, Klimesh and Taylor.

FLOOR ITEMS: Howe asked for feedback about the agency obtaining tablets to use at various UERPC committees and board meetings.

Fred Schuster with Senator Grassley's office and Michael Keefer with Congressman Rod Blum's office were in attendance. Both men introduced themselves and explained they were at the board meeting to learn more about what UERPC is involved with.

NEXT MEETING: The next meeting is scheduled for Thursday, January 18, 2018 at 1:00 pm at the Postville office.

ADJOURNMENT: Motion by Taylor; seconded by Kuhn to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 2:01 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