UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION
QUARTERLY MEETING
MINUTES
June 9, 2011

MEMBERS PRESENT: Larry Gibbs, Dean Darling, Jan McGovern, Leon Griebenow, Les Askelson, Randy Uhl, Paul Ryan, Jerry Freund, Duane Brandt, Warren Steffen, Ron McCartney, Larry Schellhammer, Kay Vorwald, Karla Organist, Mark Bohle

MEMBERS ABSENT: Kay Zimmerman, Barbara Ettleson, Roger Thomas, Andrew Wenthe, Darla Kelchen, Robert Hager, Leigh Rekow, Charles Frana, Vicki Rowland

STAFF PRESENT: Aaron Burkes, Mary Jungblut, Ardie Kuhse, Fern Rissman, Lori Brockway, Bev Krambeer, Larry Leliefeld, Rachelle Howe, Sue Severson

OTHERS PRESENT: Richard Zahasky, Karen Schutte, Dave Schutte, Janell Bradley, Keith Koch

Chairman Warren Steffen called the quarterly meeting to order at 6:00 p.m. on Thursday, June 9, 2011 at the Regional Planning office, Postville, Iowa with a roll call vote. Those present were Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund and Steffen.

A motion was made by Bohle/Gibbs to approve the revised agenda which moved agenda item #16 up to after #4. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

A motion was made by McGovern/Askelson to approve the minutes of the April 28, 2011 meeting. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

There were no disclosures presented by Commission Members.

The Community Economic Development Strategy Report (CEDS) was presented for review by Rachelle Howe. This report is in essence our annual report. She requested any changes be forwarded to her by 6/14/11 for final submission of this document. It will be uploaded on our www.uerpc.org website in its final form.

Discussion followed on UERPC joining the MetroNet as an anchor member. A motion was made by Bohle/Griebenow to adopt Resolution #2011-06 to sign a 28E agreement to become the sixth anchor member of the MetroNet. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

A motion was made by McGovern/Brandt to use Contractor guarantee reserve funds for the MetroNet investment with some funds being paid back to the reserve fund every month. On a roll

call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously. Some of these reserve funds will also be used for the Single-Family New Production down payment program.

Approval of the FY '12 budget followed. A motion was made by Griebenow/Bohle to approve the preliminary estimated FY '12 budget. Mr. Burkes pointed out that there are still grant funds coming in. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously. The Board requested that the budget balance be included with the Executive Director's "Friday" reports to the Board members.

Changes to the health insurance plan and employee contributions followed stating that our rates were going up 30.73%. A motion was made by McGovern/Bohle to go with Option 1 which increases the single deductible for the employee to $750 and the out-of-pocket maximum for the employee to $2,000. On a roll call vote, those voting aye: Ryan, Brandt, Griebenow, Organist, Bohle, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: Gibbs, Vorwald, McCartney, Schellhammer. Motion carried 10-4. The Board requested that this be looked at again next year and suggested that some of the cost be put on the employees.

The Treasurer's Report was presented. A motion was made by Gibbs/Ryan to approve the report. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

The FY '12 Cost Allocation Plan was presented. A motion was made by McGovern/Askelson to approve the Plan. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

Quarterly check disbursements were presented. A motion was made by Griebenow/Bohle to approve for publication. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

Discussion followed regarding opening a bank account with Waukon State Bank for construction purposes. A motion was made by Askelson/Ryan to approve. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

Freedom Bank account resolutions were presented. A motion was made by Askelson/McCartney to approve the bank's resolutions. On a roll call vote, those voting aye: Gibbs, Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: none. Motion carried unanimously.

Change orders to the construction contract on the Decorah building renovation were presented. A motion was made by Brandt/Griebenow to approve the change orders. On a roll call vote, those

voting aye: Ryan, Vorwald, Brandt, Griebenow, McCartney, Organist, Bohle, Schellhammer, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: Gibbs. Motion carried 13-1. A motion was made by Darling/Freund to amend the previous limit of $10,000 total change orders to $20,000 before Board approval is necessary. On a roll call vote, those voting aye: Brandt, Griebenow, Bohle, Askelson, McGovern, Darling, Uhl, Freund. Those voting nay: Gibbs, Ryan, Vorwald, McCartney, Organist, Schellhammer. Motion carried 8-6.

An update was presented on pending litigation by Attorney Zahasky stating that the 8/10/11 trial has been moved back. Options for funding the litigation were discussed. It was stated that it was very unlikely that the counties would be interested or able to help with this cost.

Larry Gibbs left the meeting.

Aaron Burkes gave his Director's Report.

Department Head reports were given by Fern Rissman (IowaWorks Director), Lori Brockway (Housing and RLF), Bev Krambeer (RHA), Larry Leliefeld (Transportation and Community Planning); Aaron Burkes gave Rachelle Howe's Economic Development report.

Under floor items, it was stated that roll call votes aren't required except for Resolutions and formal actions, but suggests it for UERPC; Darling suggested we verify the 2010 populations in regard to commission members; letters have been sent to our five-county Boards requesting their appointment to the Executive Board; Schellhammer should contact Rachelle Howe regarding his IDED question.

A motion was made by Ryan/Bohle to adjourn. Motion carried unanimously. The meeting adjourned at 9:05 p.m.

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

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Mary Jungblut, Secretary