UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION
MINUTES
August 25,2011

MEMBERS PRESENT: Larry Gibbs, Jan McGovern, Leon Griebenow, Randy Uhl, Paul Ryan, Jerry Freund, Duane Brandt, Warren Steffen, Ron McCartney, Larry Schellhammer, Mark Bohle, Roger Thomas, Leigh Rekow, Charles Frana, Nina Peterson, Darla Kelchen

MEMBERS ABSENT: Les Askelson, Kay Vorwald, Karla Organist, Kay Zimmerman, Andrew Wenthe, Robert Hager, Vicki Rowland, Lonnie Pierce

STAFF PRESENT: Aaron Burkes, Mary Jungblut, Ardie Kuhse, Fern Rissman, Lori Brockway, Rachelle Howe, Sue Severson, Lisa Lensing

Chairman Warren Steffen called the meeting to order at 6:00 p.m. on Thursday, August 25, 2011 at the Regional Planning office, Postville, Iowa. Introductions were made, welcoming Nina Taylor as our new Board member replacing Barb Ettleson who recently passed away.

A motion was made by Frana/Gibbs to approve the agenda. Motion carried unanimously.

A motion was made by Brandt/Bohle to approve the minutes of the June 9, 2011 meeting. Motion carried unanimously.

There were no disclosures presented by Commission Members.

Finance Manager Lisa Lensing presented the updated budget. It shows a surplus of $11,860.

Change orders to the construction contract on the Decorah building renovation were presented. A motion was made by Bohle/Ryan to approve the change orders as presented. Motion carried unanimously.

Appointment of a representative to the Metronet Board of Directors followed. McGovern nominated Aaron Burkes and McCartney nominated Leon Griebenow. A motion was made by Frana/Kelchen to close nominations. Motion carried unanimously. A motion was made by Gibbs/Schellhammer to bring to a vote. Motion carried unanimously. The vote was 12-2 in favor of Griebenow. Aaron will be the alternate.

Quarterly check disbursements were presented. A motion was made by Bohle/Ryan to approve for publication. Motion carried unanimously.

Roger Thomas entered the meeting.

Recommendations from the Executive Board followed (see attached Executive Board minutes). A motion was made by Thomas/Gibbs to approve the Executive Board's recommendation regarding classification of employees – exempt and non-exempt effective 10/1/11. Motion carried unanimously. A motion was made by Griebenow/Bohle to approve the Executive Board's

recommendation regarding Personnel Policy changes effective 10/1/11. Motion carried unanimously.

Aaron Burkes gave his Director's Report: 1) UERPC received a grant for a new server which is being installed, and we will also be able to host our own website; 2) IowaWorks has moved into the new construction and is open for business. Sue Severson and Fern Rissman will move to Decorah, and Cyndi Schulte has been hired and is in the Postville office; 3) The Decorah conference room has been very busy hosting several outside meetings such as USDA; 4) Our attorneys took depositions for the pending litigation. Our attorney fees are at approximately $20,000 to date; 5) Larry Leliefeld has resigned and Karla Organist has been hired; 6) Encourage all to attend the 9/14/11 transportation meeting in Waterloo; 7) We are having an Open House for UERPC/IowaWorks/ISU Extension/Goodwill on Tuesday, Sept. 13, 2011 from 1-5. Governor Branstad will attend, and all are encouraged to attend. The Postville office Open House is scheduled for November 4, 2011.

Department Head reports were given by Fern Rissman (IowaWorks Director), Rachelle Howe (Economic Development), and Lori Brockway (Housing and RLF).

Under floor items, it was stated that Jerry Freund is retiring from the City of Decorah but will remain on the UERPC Board; Jan McGovern encouraged everyone to study the "Transportation 2020 Citizen Advisory Commission" report and give their input; the UERPC Legislative Breakfast will be held on October 7, 2011 at Luana from 9-11 a.m.

There being no further business, a motion was made by Bohle/Kelchen to adjourn. Motion carried unanimously. The meeting adjourned at 7:35 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