UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF JANUARY 27, 2022 MEETING

MEMBERS PRESENT: Jack Knight, Mary Koopman (via zoom), Larry Schellhammer, Bonnie Basemann (via zoom), Barb Collins, Ray Peterson, Roger Arthur (via zoom), Brett Devore, Leon Griebenow, Dylan Mulfinger, Marty Stanbrough, Pat Murray, Alison Holten, Tim Lecander, Peggy Lensing (via zoom), Nina Taylor (via zoom), Shirley Vermace, and Mark Vick.

MEMBERS ABSENT: Patti Ruff

OTHERS PRESENT: Christi Meyer, Kris McGrane, Amy Bouska, Michelle Girolamo, Rachelle Howe, Karen Cooper, and Diana Johnson

Chairman Murray called the meeting to order at 1:00 pm. Introductions were made, and 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 Knight; seconded by Stanbrough. No further discussion. Motion carried unanimously.

PRESENTATIONS: Christi Meyer from Hacker Nelson was in attendance to discuss the audit completed as of June 30, 2021. Several items of the report were discussed, and members were encouraged to ask questions.

Kris McGrane, City Administrator with the City of Fayette was also in attendance. He explained his frustrations with the UERPC housing team after several issues with their awarded CDBG owner occupied housing project. Amy Bouska, city council member of the City of Cresco also explained similar frustrations with their awarded CDBG owner occupied housing project. Board members discussed various issues with staff turnover, local contractors and the pandemic and apologize to these two cities. Mulfinger recommended further discussion with the executive board and that Howe respond with a letter explaining how UERPC will handle this moving forward.

AUDIT: Motion was requested for approval of the audit. A motion was made by Devore; seconded by Vick to approve the 2020-2021 audit as presented. No further discussion. Motion carried unanimously.

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

OFFICERS: A motion was made by Knight; seconded by Schellhammer to approve the following slate of officers for 2022 as presented by the nominating committee: Pat Murray, Chairman; Ray Peterson, Vice Chairman; Diana Johnson, Secretary; and Alison Holten, Treasurer. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Cooper presented the list of disbursements from October 1, 2021 to December 31, 2021 to the board for review. A motion was made by Collins; seconded by Holten 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 Peterson; seconded by Lecander to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

NEWSPAPER: A motion was made by Peterson; seconded by Stanbrough to approve the Oelwein Daily Register as the official newspaper of the commission. No further discussion. Motion carried unanimously.

MILEAGE RATE: A motion was made by Vermace; seconded by Mulfinger to match the federal rate of mileage moving forward. No further discussion. Motion carried with Peterson voting nay.

BUILDING BIDS: Howe explained the bids thus received for the Decorah building renovation for paint, carpet and some floor and mold issues. UERPC has hired Finholt Construction to complete the floor and mold issues.

A motion was made by Vick; seconded by Vermace to approve the low bids for the painting to SB Bolsons and Sons Painting and for the carpeting to Mr. Carpet. No further discussion. Motion carried unanimously.

BOARD APPOINTMENTS: Howe explained the board seat appointments were up for re-election in each county. These re-appointments have been approved by each county supervisor group and will be appointed for a three-year term.

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director's report and sent within the board packets. She explained the awarded grants from OCIO, Housing Trust Fund, SRTS, three CDBG water/sewer, and one CDBG-CV project. She also explained the Homes for Iowa house had been delivered in Allamakee County.

FLOOR ITEMS: Arthur on behalf of the Allamakee Clayton REC board expressed his thanks to UERPC for the help in securing two more OCIO grants.

NEXT MEETING: The next meeting is scheduled for Thursday, April 28, 2022.

ADJOURNMENT: Motion by Holten; seconded by Stanbrough to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 2:33 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