UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF MAY 26, 2022 MEETING

MEMBERS PRESENT: Jack Knight, Barb Collins, Ray Peterson, Roger Arthur, Leon Griebenow, Marty Stanbrough, Pat Murray, Alison Holten, Tim Lecander, Peggy Lensing, Nina Taylor, Shirley Vermace, and Mark Vick. Dylan Mulfinger arrived at 1:03 pm and Brett Devore arrived at 1:14 pm

MEMBERS ABSENT: Mary Koopman, Larry Schellhammer, Bonnie Basemann, and Patti Ruff

OTHERS PRESENT: Rachelle Howe, Karen Cooper, and Diana Johnson

Chairman Murray called the meeting to order at 1:00 pm. 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 Vick; seconded by Holten. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the May 3, 2022, meeting. A motion was made for approval by Lensing; seconded by Stanbrough. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Cooper presented the list of disbursements from January 1, 2022 to March 31, 2022 to the board for review. A motion was made by Peterson; seconded by Stanbrough 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 Vick; seconded by Lensing to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

EDA SCOPE OF WORK: A copy of the EDA scope of work was provided to the board. Howe discussed the various items included within the scope of work. A motion was made by Vermace, seconded by Knight to approve the EDA scope of work for 2023-2025. No further discussion. Motion carried unanimously.

FY '23 BUDGET: Cooper explained the FY '23 budget with a CPI percentage of 5.64% and the step pay plan increases. Due to a limited budget and upcoming financial estimates, she could only calculate half of the CPI percentage or 2.82%. A motion was made by Mulfinger, seconded by Vermace to approve the FY '23 budget. No further discussion. Motion carried unanimously.

COST ALLOCATION: Cooper presented the FY '23 cost allocation plan on how UERPC distributes direct and indirect funds. A motion was made to approve the cost allocation plan by Vermace; seconded by Arthur. No further discussion. Motion carried unanimously.

COUNTY MEMBERSHIP RATE: Howe stated that she is recommending an increase of 6% for the county membership for FY '24. A motion was made by Holten; seconded by Peterson to approve the increase in county membership rates. No further discussion. Motion carried unanimously.

DOT MATCH: Howe stated that she would like to continue with the Department of Transportation (DOT) match dollars from the counties along with a Safe Routes to School (SRTS) match from each of the counties for the FY '24. This would be $3,598.61 per county for SRTS and the amount for DOT is yet to be determined. A motion was made by Knight; seconded by Vick to approve this match. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD MEETING: Murray explained the executive board had met recently to discuss the sale of the Postville building.

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director's report and sent within the board packets. She explained her work on the improvements within the Decorah office and sale of the Postville office. She also discussed various staff trainings coming up. She also asked if board members would like to sit on an Open

House/50th Anniversary committee, with Mulfinger, Vermace and Taylor saying they could help. Discussion was also held on sending Friday reports monthly instead of weekly.

FLOOR ITEMS: There was no floor items discussed.

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

ADJOURNMENT: Motion by Vick; seconded by Stanbrough to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 2:09 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