UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF OCTOBER 18, 2022 MEETING

MEMBERS PRESENT: Jack Knight, Barb Collins, Leon Griebenow, Jesse Maire, Marty Stanbrough, Alison Holten, Pat Murray, Nina Taylor, Shirley Vermace and Mark Vick. Bonnie Basemann arrived at 3:05 pm.

MEMBERS ABSENT: Mary Koopman, Larry Schellhammer, Ray Peterson, Roger Arthur, Patti Ruff, Brett Devore, Tim Lecander, and Peggy Lensing

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

Chairman Murray called the meeting to order at 3:00 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 Vermace; seconded by Griebenow. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the July 28, 2022, meeting. A motion was made for approval by Holten; seconded by Vick. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Cooper presented the list of disbursements from July 1, 2022 to September 30, 2022 to the board for review. A motion was made by Collins; seconded by Stanbrough to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

Board member Basemann arrived at 3:05 pm.

TREASURER'S REPORT: Cooper also presented the treasurer's report to the board for review. A motion was made by Knight; seconded by Vick to approve the treasurer's report as amended by discussion. No further discussion. Motion carried unanimously.

PROCUREMENT POLICY: Howe provided a copy of the updated procurement policy to the board for review. A motion was made by Holten; seconded by Griebenow to approve the updated procurement policy. No further discussion. Motion carried unanimously. Conflict of interest forms were handed out for each board member to sign as stated in the updated procurement policy.

NOMINATION COMMITTEE: Several commission members are completing their terms at the end of the calendar year. A motion was made by Taylor, seconded by Maire to form a nominating committee of Griebenow, Vermace, and the Executive Director to nominate the 2023 slate of officers. No further discussion. Motion carried unanimously.

ENERGY EFFICIENCES COMMITTEE: After the sale of the Postville building, it was recommended to receive an energy audit on the Decorah building, along with the Postville and Calmar apartments. A motion was made by Collins, seconded by Vick to form an energy committee of Maire and the Executive Director, along with a Winneshiek Energy District member. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD MEETING: Murray explained that the executive board had not met recently so there was no items to update.

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director's report and sent within the board packets. She highlighted her work in the housing department, the housing audit, receiving a USDA grant, and completion of the EDA peer review.

FLOOR ITEMS: Discussion was had on the potential of ATV county parks in the region. Also discussed was the unfortunate loss of a couple of businesses in the region.

NEXT MEETING: The next meeting is scheduled for Thursday, January 26, 2023 or as called by the board Chair.

ADJOURNMENT: Motion by Taylor; seconded by Vermace to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 3:40 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