UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF JANUARY 26, 2023 MEETING

MEMBERS PRESENT: Dennis Keatley, Fern Rissman, Ray Peterson, Brett Devore, Leon Griebenow, Bruce Lehmann, Jesse Maire (via phone due to sickness), Alison Holten, Pat Murray, Tim Lecander, Peggy Lensing, Shirley Vermace and Mark Vick.

MEMBERS ABSENT: Jack Knight, Bonnie Basemann, Barb Collins, Darla Kelchen, Roger Arthur, and Nina Taylor

OTHERS PRESENT: Christi Meyer, 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 Holten; seconded by Devore. No further discussion. Motion carried unanimously.

PRESENTATIONS: Christi Meyer from Hacker Nelson was in attendance to discuss the audit completed as of June 30, 2022. Several items of the report were discussed, and members were encouraged to ask questions.

AUDIT: Motion was requested for approval of the audit. A motion was made by Devore; seconded by Griebenow to approve the 2021-2022 audit as presented. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the October 18, 2022, meeting. A motion was made for approval by Peterson; seconded by Lensing. No further discussion. Motion carried unanimously.

OFFICERS: A motion was made by Peterson; seconded by Devore to approve the following slate of officers for 2023 as presented by the nominating committee: Alison Holten, Chairman; Shirley Vermace, Vice Chairman; Diana Johnson, Secretary; and Nina Taylor, Treasurer. No further discussion. Motion carried unanimously.

Holten then proceeded to lead the meeting.

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

ENERGY COMMITTEE: Howe and Maire presented several recommendations on energy efficient items that the commission could partake in. A motion was made by Vick; seconded by Devore to approve moving forward with the conversion of LED lights, and adding some ventilation at a reasonable cost, but tabling the rest of the recommendations until more decisions can be made after the Inflation Reduction Act is finalized. No further discussion. Motion carried unanimously.

OUTDOOR LIGHTING: Howe stated that the office is in need of outdoor lights, and she has received a bid from Decorah Electric to install five lights. A motion was made by Devore, seconded by Vick to approve the Decorah Electric bid. No further discussion. Motion carried unanimously.

REVENUE COMMITTEE: Howe asked for volunteers to sit on a revenue committee. A motion was made by Murray; seconded by Peterson to approve Vick, Griebenow, and Holten to sit on the revenue committee. No further discussion. Motion carried unanimously.

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

HEALTH INSURANCE: Howe provided an update on the new health insurance rates.

MILEAGE RATE: A motion was made by Vick; seconded by Devore to continue with the .585 mileage rate. No further discussion. Motion carried.

HOLIDAYS: Discussion was had on the current holiday list. A motion was made by Devore; seconded by Lensing to approve adding Martin Luther King and Juneteenth to the holiday list. Motion carried with Peterson voting nay.

AUDIT: Hacker Nelson had provided a bid to continue conducting the three audits needed for UERPC. A motion was made by Peterson; seconded by Vermace to approve the bid from Hacker Nelson. No further discussion. Motion carried unanimously.

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

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director's report and sent within the board packets. She explained reorganization at the state level with the Iowa Economic Development Authority and that we are waiting for award announcements. She also explained the commission's role as property manager of two apartment buildings.

FLOOR ITEMS: There was no floor items discussed.

NEXT MEETING: The next meeting is scheduled for Thursday, April 27, 2023 or as called by the board Chair.

ADJOURNMENT: Motion by Peterson; seconded by Vermace to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 2:20 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