UERPC COMMISSION BOARD
MINUTES OF OCTOBER 16, 2014 MEETING

MEMBERS PRESENT: Larry Schellhammer, Jane Regan, Mary Koopman, Ron McCartney, Leon Griebenow, Paul Ryan, Peg Sherrets, Roger Arthur, Vicki Rowland, Alison Holten, Mark Bohle, Janet McGovern, Dennis Karlsbroten, Mark Kuhn, Charles Frana, and Les Askelson.

MEMBERS ABSENT: Kay Zimmerman, Larry Gibbs, Kay Vorwald, Roger Thomas, Darla Kelchen, Robert Belden and Nina Taylor

OTHERS PRESENT: Rachelle Howe, Lisa Lensing, Fern Rissman, Chad Bird, Don Arendt and Diana Johnson

Chairman Leon Griebenow called the meeting to order at 5:10 pm at UERPC's Postville office. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. Motion by Frana; seconded by Askelson. No further discussion. Motion carried unanimously.

PRESENTATION: Chad Bird, City Manager of Decorah and Don Arendt, Mayor of Decorah were in attendance to deliver an award to UERPC received from the Iowa League of Cities. As Chairman of the MetroNet, Bird presented the award as a 2014 All Star Community to the City of Decorah and MetroNet partners through their partnership for their fiber optic project.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the July 24, 2014 meeting. Motion by McCartney; seconded by Rowland. No further discussion. Motion carried unanimously.

QUARTERLY DISBURSEMENTS: Lensing presented the list of disbursements for approval for UERPC and Region I Employment and Training. A motion was made by McGovern; seconded by Holten to approve quarterly disbursements for both entities. No further discussion. Motion carried unanimously.

FINANCIAL STATUS REPORT: Lensing presented the Upper Explorerland fiscal year 2015 financial status report and the Region 1 Employment and Training fiscal year 2015 financial status report. Both organizations are on target with spent items. A motion was made by Askelson; seconded by Bohle to approve fiscal year 2015 financial status reports from both entities. Motion carried unanimously.

HOMEBUYER SIGNATORY FORM: UERPC is the recipient of HOME funds to be provided to the cities of Decorah, Oelwein, Marquette and Elkader. A motion was made by Ryan; seconded by Koopman to approve the signatories of Rachelle Howe, Lisa Lensing, Lori Brockway, Steven Benne and Sarah Snitker on documents needed for the administration of these funds. Motion carried unanimously.

RESOLUTION #2014-02: The MetroNet is requiring additional fees for the installation of equipment and fiber testing necessary to terminate all fibers for more efficient maintenance of the MetroNet system. A resolution was needed to commit funds from the reserve unassigned fund balance account in the amount of $2,500 to cover this equipment installation and follow-up testing. A motion was made by McGovern; seconded by Kuhn to approve. A roll call vote was taken. Motion carried unanimously.

SALARY INCREASE: Randy Uhl and Griebenow had met with the Executive Director regarding a job performance review and stated that Howe has done an extraordinary job. Griebenow reported that the Executive Board recommends an increase to Howe's salary to $80,000 effective October 16, 2014. A motion was made by Frana; seconded by Koopman to approve. Motion carried unanimously.

EXECUTIVE BOARD MEETING REPORT: Griebenow reported on the Executive Board Meeting stating information pertaining to the evaluation of the Executive Director. Increased county contributions were also discussed as well as the needing of a new fleet vehicle and a legislative event to be held in January, 2015.

LITIGATION UPDATE: Howe stated there was nothing to report at this time.

RELOCATION OF OFFICE: Discussion was held on comments made at the previous commission meeting regarding continued litigation and frustrations raised from the board regarding wasteful spending. No decision was made at this time.

EXECUTIVE DIRECTOR'S UPDATE: Howe had prepared a director's report and sent within the board packets. She discussed building maintenance and leaking roof issues at the Decorah office. She also discussed new work with various area entities that were utilizing UERPC administration assistance.

BOARD MEMBER CHANGES: There is currently an open seat to the commission board due to Randy Uhl's departure from Winneshiek County. It was suggested this information be provided to the Winneshiek County supervisors so they can appoint someone to fills this seat.

FLOOR ITEMS: No floor items were discussed.

NEXT MEETING: The next meeting is scheduled for Thursday, January 15, 2015.

ADJOURNMENT: Motion by Bohle; seconded by Frana to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 6:00 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