UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF MAY 23, 2024 MEETING

MEMBERS PRESENT: Dennis Keatley, Jack Knight, Fern Rissman, Barb Collins, Darla Kelchen, Ray Peterson, Tim Burrack, Brett Devore, Leon Griebenow, Bruce Lehmann (arrived at 1:54 pm), Darla Recker, Alison Holten, Peggy Lensing, and Mark Vick.

MEMBERS ABSENT: Bonnie Basemann, Pat Murray, Tim Lecander, Nina Tayler, and Shirley Vermace

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

Chair Holten 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 Griebenow; seconded by Collins. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the January 25, 2024, meeting. A motion was made for approval by Vick; seconded by Kelchen. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Cooper presented the list of disbursements from January 1, 2024 to March 31, 2024 to the board for review. A motion was made by Lensing; seconded by Peterson 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 Devore; seconded by Collins to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

FY '25 BUDGET: Cooper explained the FY '25 budget with a CPI percentage of 3.53% and the step pay plan increases. A motion was made by Devore, seconded by Lensing to approve the FY '25 budget. No further discussion. Motion carried unanimously.

COST ALLOCATION: Cooper presented the FY '25 cost allocation plan on how UERPC distributes direct and indirect funds. A motion was made to approve the cost allocation plan by Rissman; seconded by Vick. No further discussion. Motion carried unanimously.

RLF WORK PLAN UPDATE: Holten read resolution #2024-01 approving updates to the USDA and EDA RLF CARES ACT work plans. Johnson explained the updates to balloon loans made to small business loans moving forward. A motion was made by Griebenow; seconded by Devore to approve resolution #2024-01. No further discussion. Motion carried unanimously.

EXECUTIVE DIRECTOR UPDATE: Howe prepared a director's report and sent within the board packets. She highlighted recent grants received in Decorah and Guttenberg through the Energy Efficiency and Conservation Block Grant, receiving an extra $100,000 in council of governments assistance from the legislators and her recent nomination to the National Association of Development Organizations Board for a two-year term.

ENERGY UPDATE: An LED light and solar installation monthly cost evaluation had been given to the board to review and was discussed.

FLOOR ITEMS: Knight discussed Allamakee County wanting assisting with a solar ordinance.

NEXT MEETING: The next meeting is scheduled for Thursday, August 29, 2024 or as called by the Chair.

ADJOURNMENT: Motion by Kelchen; seconded by Devore to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 1:57 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