UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF AUGUST 27, 2026 MEETING

MEMBERS PRESENT: Dennis Keatley, Barb Collins, Brandi Crozier, Ray Peterson, Tim Burrack, Brett Devore (remote), Leon Griebenow, Alison Holten, Peggy Lensing, Nina Taylor, Shirley Vermace, Mark Vick, and Cheryl Wieseler

MEMBERS ABSENT: Jack Knight, Fern Rissman, Darla Kelchen, Bruce Lehmann, and Pat Murray

OTHERS PRESENT: Rachelle Howe, Jodi Emery (remote), Karine Guese, Aaron Detter (remote), and Diana Johnson

Chair Vermace 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 Peterson; seconded by Lensing. No further discussion. Motion carried unanimously.

PRESENTATION: None

MINUTES: Motion was requested for approval of the meeting minutes of the May 28, 2026, meeting. A motion was made for approval by Holten; seconded by Wieseler as amended. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Emery presented the list of disbursements from April 1, 2026 to July 31, 2026 to the board for review. A motion was made by Collins; seconded by Lensing to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER REPORT: Emery also presented the treasurer's report to the board for review. A motion was made by Burrack; seconded by Peterson to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

FY '28 COUNTY MEMBERSHIP: Howe stated that she is recommending a 4% increase per resident for the county membership for FY '28. A motion was made by Holten; seconded by Taylor to approve the increase in county membership rates. No further discussion. Motion carried unanimously.

FY '28 LOCAL MATCH: Howe stated that UERPC knows the local match dollars from Safe Routes to School (SRTS) is $4,737 and Economic Development Authority (EDA) is $3,800 for each of the counties for fiscal year 2028 but will not know the match for the Department of Transportation (DOT), however that amount will not be over $5,847. A motion was made by Devore; seconded by Crozier to approve this match from each of the counties. No further discussion. Motion carried unanimously.

TRAFFIC GARDEN: Vermace explained that the Executive Board had met and recommended tabling a decision regarding a proposed traffic garden concept in the UERPC parking lot until they could obtain additional information from the UERPC building renters. Discussion was had regarding liability, the proposed layout, and parking impacts. A motion was made by Burrack; seconded by Keatley to table the discussion until additional information was obtained. No further discussion. Motion carried unanimously.

IRP/RLF UPDATE: Johnson stated that there had been no IRP/RLF meeting since the last commission board meeting so there was nothing to report.

EXECUTIVE DIRECTOR UPDATE: Howe prepared a director's report and sent it within the board packets. She highlighted several grants that the agency is working on and has obtained. She also highlighted the Northeast Iowa Trust Fund annual meeting information.

2027 INSURANCE UPDATE: Howe explained that there were some small increases in several insurance premiums covering UERPC, but most premiums remained unchanged.

FLOOR ITEMS: A question was raised regarding the benefits provided by the solar panels.

NEXT MEETING: The next meeting is scheduled for Thursday, October 29, 2026, at 1:00 pm or as called by the Chair.

ADJOURNMENT: Motion by Taylor; seconded by Collins to adjourn the meeting. No further discussion. Motion carried unanimously. The meeting adjourned at 1:54 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