

**WUPPDR EXECUTIVE COMMITTEE MEETING**  
Western U.P. Planning and Development Region

400 Quincy St., 8<sup>th</sup> Floor, Hancock, MI

Monday, March 16, 2020

4:15 PM (ET)

Members Present:

Albert Koskela, Chairperson (Ho. Co.)  
Robert Nousiainen, 1<sup>st</sup> Vice Chairperson (Ontonagon County)  
Joe Bonovetz, 2<sup>nd</sup> Vice Chairperson (Gogebic County)

Members Absent:

Patti Peretto, Treasurer (Iron County)  
Bill Rolof, Secretary (Baraga County)  
Sandra Gayk (Keweenaw County)

WUPPDR Staff Present:

Jerald Wuorenmaa, Executive Director  
MaryEllen Hyttinen, Office Manager

**Call to Order:** Albert Koskela, Chairperson, called the meeting to order at 4:21 PM (ET)

**Pledge of Allegiance:** The Pledge of Allegiance to the Flag was spoken.

**Approval of Agenda:** Moved by Bonovetz, supported by Nousiainen to approve the agenda as presented.  
Motion carried.

**Approval of Minutes - (February 3, 2020 Executive Committee):** Moved by Bonovetz, supported by Nousiainen to approve the proposed Executive Committee minutes as presented. Motion carried.

**Approval of Bills Paid:** Moved by Nousiainen, supported by Bonovetz to approve the bills from February 3, 2019 – February 28, 2020, totaling \$55,974.00. Roll Call Vote: **Ayes:** Nousiainen, Bonovetz, Koskela. **Nays:** None.  
Motion carried.

**Public Appearances:** None

**Budget Amendment:** Moved by Bonovetz, supported by Nousiainen to approve the budget amendment as of March 16, 2020. Roll Call Vote: **Ayes:** Nousiainen, Bonovetz, Koskela. **Nays:** None. Motion carried.

**Personnel Policy Updates:** Wuorenmaa stated Dr. Broemer had assisted with updates. Motioned by Nousiainen, supported by Bonovetz to recommend approval of the updates to the Full Commission. Motion carried.

**MERS Adoption Agreement:** Moved by Bonovetz, supported by Nousiainen to adopt and approve the MERS Defined Contribution Plan Agreement and authorize the proper signatures. Motion carried.

**Consideration of Future Multi-Organization Meetings:** Wuorenmaa stated the RPI group discussed how they would like to proceed with general regional information sharing meetings. The majority felt there should be quarterly meetings about 90-minutes long. The top two choices for shared meetings were for the RPI Collaborative, WUPPDR Commission and the local economic development organizations.

**Director Updates:**

- Travel – Wuorenmaa attended the MAR leadership training series in Lansing
- Certified Grant Administration (CGA) Training – Hyttinen will be attending to be recertified and Rachael Pressley will be attending to be certified
- Great Lakes Water Infrastructure Conference – Wuorenmaa will be traveling to Novi in April to attend
- Brownfield & Land Bank training – Wuorenmaa attended in Iron Mountain earlier this month
- FinnZone
- Hazard Mitigation Planning – staff had taken a break from the project due to funding issues but was starting again
- RPI UP Brew Trail is moving forward with the website
- Audits – Wuorenmaa announced there were no findings with the annual audit and there will be a presentation in June via phone with the auditors; Gabridge and Co., and a workman's comp audit is scheduled

**Other Business:** Bonovetz stated Wakefield Township was very happy with the Master Plan WUPPDR had been working on.

Koskela stated Wuorenmaa was doing a good job as Executive Director.

**Adjourn:** Moved by Nousiainen, supported by Bonovetz that the meeting adjourn at 5:07 PM (ET) Motion carried.

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Bill Rolof, Secretary