

Regular Meeting & Retreat Minutes of the  
NATIONAL JOINT POWERS ALLIANCE®  
Board of Directors  
Tuesday, December 16, 2014  
Executive Conference Room

Chair Wolden called the Regular Board meeting to order at 6:05 p.m. with the following members present: Brian Lehman, Mike Wilson, Wayne Wolden, Randy Pepin, Scott Veronen, and Mary Freeman. Also present were John Poston, Region 5 Development Commission Board; Colleen Seelen, Pierz School Board; Chad Coquette, Susan Nanik, Paul Drange, Diana Pihlaja, Misty Meyers, Mike Hajek, David Jessop, Michael Wegscheid, Jeremy Schwartz, Bart Graves, and Deb Cervantez, NJPA staff.

Mr. Wilson moved, seconded by Ms. Freeman to accept the agenda as amended. Motion carried.

Mr. Veronen moved, seconded by Mr. Pepin to accept the minutes of the Regular Board Meeting held on November 18, 2014. Motion carried.

Mr. Wegscheid gave an in-service on the regional services currently being provided by the Technology Solutions department at NJPA.

Ms. Pihlaja presented the monthly Financial Reports.

Mr. Pepin moved, seconded by Mr. Wilson to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #83338 to #83578. Motion carried.

Mr. Pepin moved, seconded by Mr. Veronen to approve all Wire Transfers #142 to #170. Motion carried.

Ms. Freeman moved, seconded by Mr. Wilson to accept the Consent Agenda as follows:

- Updated Membership Agreements Members added November 1-30, 2014
- Approve Bid Evaluation Committee's Recommendation to Award RFP #100814 for Event Seating and Related Accessories to:
  - Dant Clayton
  - Hussey Seating
  - Staging Concepts
- Approve Bid Evaluation Committee's Recommendation to Award RFP #112014 for Mobile Refuse Collection Vehicles with Related Equipment, Accessories, and Services to:
  - Scranton Manufacturing Co./New Way
  - The Heil Co.
  - Labrie Enviroquip Group
  - McNeilus, Co.
- Approve Bid Evaluation Committee's Recommendation to Award RFP #121614 for ezIQC State of Minnesota to:
  - Nor-Son, Inc. MN01A-121614
  - Johnson-Laax Construction MN01B-121614
  - Nor-Son, Inc. MN02A-121614
  - Johnson-Laax Construction MN02B-121614
  - VSI Construction, Inc. MN02C-121614
  - Johnson-Laax Construction MN03A-121614

- No Award
- Approve Renewal of Agreements with:
  - Havis, Inc.
  - Husky International Trucks, Inc.
  - Schetky NW Sales, Inc.

MN03B-121614

090512

102811

083110

Motion carried.

Mr. Hajek reported on the Contract Purchasing and Marketing departments. Updates were given on the vendor newsletter, DC schools, and the Coalition.

Mr. Drange reported on Regional Programs. Updates were given on regional GiANT training, College and Career Readiness Summit, Ramp Up for Readiness, and the Planning and Zoning position.

Ms. Pihlaja and Mr. Jessop presented the minutes from the Risk Management Pool Executive Committee meeting held on December 3, 2014.

Mr. Veronen moved, seconded by Mr. Wilson to deny the recommendation to develop a sub-committee to discuss the management options of the Region 5 pool and instead form a staff driven work group to be selected by the Executive Director. Motion carried.

Mr. Jessop gave an update on the Region 5 pool and HITA.

Mr. Wolden moved, seconded by Mr. Pepin to accept, with regrets, the resignation of Mike Domin from the NJPA Board of Directors. Motion carried.

Mr. Veronen moved, seconded by Ms. Freeman to appoint Mike Wilson to replace Mike Domin as an ex-officio on the Risk Management Pool Executive Committee. Motion carried.

Ms. Nanik gave an update on the Board of Director Nominations.

Mr. Lehman moved, seconded by Mr. Veronen to approve the letter of intent to solicit bids for insurance for NJPA employees. Motion carried.

Mr. Wolden moved, seconded by Ms. Freeman to approve the evaluation instrument for use by the Executive Director's evaluation committee to be chaired by Ms. Freeman. Motion carried.

Consensus was reached to cast the ballot for Mark Frank for the MREA Board of Directors Elections.

Ms. Freeman moved, seconded by Mr. Pepin to approve the revision to the Board Policy Code of Ethics as presented. Motion carried.

Mr. Lehman moved, seconded by Mr. Wilson to approve the University of Virginia Marketing Agreement. Motion carried.

Dr. Coauette asked for a Board member to attend the MSBA conference and serve as moderator for the NJPA breakout session. Ms. Neprud will be contacted and Mr. Wilson will serve as backup.

Mr. Wolden moved, seconded by Mr. Pepin to approve hiring Mike Domin, Membership Relations and Communications, effective December 1, 2014. Motion carried

Mr. Lehman moved, seconded by Ms. Freeman to approve hiring Catherine Kraemer, Account Clerk IV; AP, Payroll, and CR, effective January 5, 2015. Motion carried.

Mr. Lehman moved, seconded by Mr. Wolden to approve the amendment and restatement to the Senior Leadership Team Memorandum of Understanding. Motion carried.

Mr. Lehman moved, seconded by Mr. Wilson to approve the amendment to Mike Hajek's Master Agreement. Motion carried.

Ms. Nanik gave a staffing update.

Dr. Coauette reported on the future building project and MSC.

Mr. Wolden reported on the successful opening of the new wellness center in Wadena.

Mr. Wilson moved, seconded by Mr. Pepin to adjourn the meeting at 8:13 p.m. Motion carried.