

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday, May 19, 2011

2:34 p.m.

SEWRPC Office Building
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, Wisconsin 53187-1607

Present:

Excused:

Committee Members:

David L. Stroik, Chairman
Gilbert B. Bakke
Thomas H. Buestrin
William R. Drew, Vice-Chairman
James T. Dwyer
Nancy Russell
John F. Weishan, Jr.
Gustav W. Wirth, Jr.

Adelene Greene
Daniel S. Schmidt

Staff:

Kenneth R. Yunker	Executive Director
Elizabeth A. Larsen	Business Manager
Debra A. D'Amico	Executive Secretary

ROLL CALL

Chairman Stroik called the meeting to order at 2:34 p.m. Roll call was taken and a quorum declared present. Mr. Yunker noted that Ms. Greene and Mr. Schmidt had asked to be excused.

APPROVAL OF MINUTES OF MEETING OF APRIL 21, 2011

Chairman Stroik asked if there were any changes or additions to the April 21, 2011, meeting minutes.

On a motion by Mr. Drew, seconded by Mr. Dwyer, and carried unanimously, the minutes of the Executive Committee meeting held on April 21, 2011, were approved as published.

ADMINISTRATIVE COMMITTEE REPORT, MR. DWYER REPORTING

Mr. Dwyer reported that the Administrative Committee, at its meeting held just before the Executive Committee meeting, had taken the following actions:

1. Reviewed and approved disbursements for two financial periods: Year 2011 Nos. 9 and 10 extending over the period April 11, to May 8, 2011.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending May 8, 2011.
3. Reviewed and approved a series of budget assumptions for calendar year 2012 proposed by the Commission staff. The key assumptions include a continued freeze for the sixth year in the regional property tax levy at the present level of \$2.37 million, and maintaining the full-time staffing level at the 2011 level of 67 positions. Overall, the budget assumptions, due to the once every ten years funding for the Regional travel surveys results in a two percent increase from the adopted 2011 budget.
4. Reviewed and approved the transfer of the Commission's banking services to Associated Bank.
5. Reviewed and recommended that the staff meet with a technology consultant to confirm the need to replace the DOCS Open document management software (DMS) and the staff's evaluation of alternative, and selection of recommended DMS.

There being no questions or comments, on a motion by Mr. Wirth, seconded by Ms. Russell, and carried unanimously, the Administrative Committee report was approved.

REPORT ON CONTRACTS

Chairman Stroik asked Ms. Larsen to review the one proposed contract noting that the Committee members had received a table listing one contract prior to the meeting. Ms. Larsen then briefly reviewed the contract with the Committee.

There being no further discussion, on a motion by Mr. Drew, seconded by Mr. Bakke, and carried unanimously, the report relative to the contract was accepted and placed on file (copy of report attached to Official Minutes).

WORK PROGRAM REPORTS

Mr. Yunker reviewed a table entitled "*Work Program Progress Report.*" He noted that the Report shows the progress of key regional, as well as local, efforts under each division's section of the report. (copy of report attached to Official Minutes).

Mr. Yunker stated that the Walworth County Jurisdictional Highway Plan was adopted by the Walworth County Board and will be recommended for full Commission adoption at the June 15th Annual Commission Meeting.

Mr. Yunker then noted that the Rubicon River watershed floodplain study and mapping project in Washington County will now be conducted by the Wisconsin Department of Natural Resources (DNR), rather than SEWRPC staff. The DNR received funding to conduct this project and thus SEWRPC staff will

no longer assist in the study with the exception of the surveying work involving existing bridges and culverts.

He noted that Commission staff has nearly completed the tentative redistricting plan for Walworth County, which received Walworth County Board approval. The redistricting plan for the County will be completed in September 2011.

CONSIDERATION OF AMENDMENT TO THE 2011-2014 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Yunker presented Resolution 2011-05, amending the 2011-2014 Regional Transportation Improvement Program (TIP). He indicated that there are nine projects total consisting of six new projects and three amendments to existing projects. The projects are for roadway reconstruction, rehabilitation and maintenance. He then stated that these TIP amendments have been reviewed and approved by the Commission TIP Advisory Committees. He also noted that the Commission staff reviews each project to ensure that the TIP amendments are consistent with the 2035 Regional Transportation Plan.

There being no inquiries or comments, on a motion by Mr. Wirth to approve Resolution No. 2011-05, seconded by Ms. Russell, and carried unanimously by a vote of 8 ayes and 0 nays, Resolution 2011-05 was approved (copy of Resolution 2011-05 attached to Official Minutes).

CONSIDERATION OF RESOLUTION RELATIVE TO INCOME TAX TREATMENT OF EMPLOYEE CONTRIBUTIONS TO WISCONSIN RETIREMENT SYSTEM

Mr. Yunker presented Resolution No. 2011-06 concerning the tax treatment of employee contributions to the Wisconsin Retirement System (WRS). During Mr. Yunker's presentation and the ensuing discussion, the following questions and comments were made.

Mr. Yunker noted that the employee pension contribution will be 5.8 percent of their salary. This resolution will allow for the WRS employee contribution to be made on a pre-tax basis. Federal and State tax will not be paid on the contribution amount until the employee withdraws the monies from the retirement account. He noted that it is anticipated that the WRS employee contribution will become effective, and deducted from employee paychecks, in July, 2011.

Mr. Dwyer noted that this issue could have been addressed as part of the State legislation requiring the employee pension contribution. He stated that there may be additional legislation forthcoming relative to the income tax treatment of the WRS employee contribution, thus local governments may not have to pass such a resolution.

In response to an inquiry by Mr. Weishan, Mr. Yunker indicated that the State budget repair bill would require State employees to pay 12 percent of their healthcare premium cost. He noted that Commission staff currently pays 20 percent of the healthcare premium cost.

There being no further comments, on a motion by Mr. Wirth to approve Resolution No. 2011-06, seconded by Mr. Dwyer, and carried unanimously by a vote of 8 ayes and 0 nays, Resolution 2011-06 was approved (copy of Resolution 2011-06 attached to Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Yunker reported that there was no correspondence and there were no announcements to be brought to the attention of the Committee.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:58 p.m., on a motion by Mr. Wirth, seconded by Mr. Bakke, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

KRY/EAL/dad
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Attachments