

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION QUARTERLY MEETING

Wednesday, September 11, 2013

3:00 p.m.

Mount Pleasant Village Hall
Community Room 1 (B109)
8811 Campus Drive
Mount Pleasant, Wisconsin 53406

Present:**Commissioners:**

David L. Stroik, Chairman
Thomas H. Buestrin
Charles L. Colman
Michael A. Crowley
José M. Delgado
James T. Dwyer
David L. Eberle
Adelene Greene
David W. Opitz
Robert W. Pitts
John Rogers
Nancy Russell
Daniel S. Schmidt
Linda J. Seemeyer
Michael J. Skalitzky
Peggy L. Shumway
Daniel W. Stoffel
Gustav W. Wirth, Jr.

Excused:

Gilbert B. Bakke
Marina Dimitrijevic
William R. Drew, Vice Chairman

Staff:

Kenneth R. Yunker	Executive Director
Michael G. Hahn	Chief Environmental Engineer
Debra A. D'Amico	Executive Secretary

Guest:

Logan Martin	Mount Pleasant Community Development
Martin Weddle	Research Analyst, Milwaukee County Board of Supervisors

ROLL CALL

Chairman Stroik called the 242nd meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum was declared present. Chairman Stroik indicated for the record that Commissioners Bakke, Dimitrijevic, and Drew had asked to be excused.

WELCOMING REMARKS BY MR. JAMES A. LADWIG, RACINE COUNTY EXECUTIVE

Chairman Stroik then introduced Mr. James Ladwig, Racine County Executive who welcomed the Commissioners to Racine County. He noted a number of recent developments in Racine County and commented on the excellent relationship between the County and the Commission.

INTRODUCTION AND SEATING OF NEW COMMISSIONER (KENOSHA COUNTY)

Chairman Stroik introduced Mr. Michael J. Skalitzky as the new Commissioner representing Kenosha County. He said that Mr. Skalitzky replaces Kenosha County Commissioner Kimberly Breunig. He then welcomed Commissioner Skalitzky and invited him to say a few words. Commissioner Skalitzky thanked the Commission for the opportunity to be a part of such an important and effective organization, and that he looks forward to learning and contributing to continued success of the Commission. Chairman Stroik then stated that Mr. Skalitzky was appointed by the Kenosha County Board as a Commissioner representing Kenosha County for a term to expire September 15, 2016.

A motion was made by Mr. Crowley, seconded by Mr. Rogers, and carried unanimously to formally seat Mr. Skalitzky as a Commissioner representing Kenosha County on the Southeastern Wisconsin Regional Planning Commission.

APPROVAL OF MINUTES OF THE JUNE 19, 2013, MEETING

On a motion by Mr. Wirth, seconded by Ms. Greene, and carried unanimously, the minutes of the June 19, 2013, Annual Commission Meeting were approved as published.

TREASURER'S REPORT

Chairman Stroik asked Ms. Russell to present the Treasurer's Report. She noted that a copy of the Treasurer's Report had been provided to all the Commissioners for review prior to the meeting. In commenting on the report, she called attention to the following items:

1. Based upon disbursements through July 14, 2013, it is projected that total disbursements for the year will approximate nearly \$7.4 million. Revenues are projected at about \$7.5 million, exclusive of interest income and miscellaneous revenues.
2. The total amount of funds held by the Commission in the various operating, liability, and reserve accounts approximates \$4.1 million. The various accounts are identified on the second page of the report.
3. As of July 14, 2013, the Commission had in investments and cash on hand approximately \$5.0 million. Nearly \$3.6 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of July 14, 2013, that fund was yielding 0.08 percent interest. Other funds are held in savings, checking, and money market accounts at several banks.

There being no questions or discussion, on a motion by Ms. Greene, seconded by Ms. Seemeyer, and carried unanimously, the Treasurer's Report for the period ending July 14, 2013, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

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STANDING COMMITTEE REPORTS

Planning and Research Committee

Chairman Stroik asked Mr. Schmidt to present the Planning and Research Committee report. Mr. Schmidt stated that the Planning and Research Committee has met once since the Annual Commission meeting on June 19, 2013.

On September 11, 2013, prior to the Quarterly Commission Meeting, the Committee took the following actions:

1. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Village of Hartland. That amendment, scheduled for action later in this meeting, proposes the addition to the sewer service area of a parcel encompassing about 100 acres, including about 40 acres of secondary environmental corridor and 60 acres of agricultural and other land. It is anticipated that the subject parcel would accommodate a 56-lot single-family residential subdivision and that the parcel, which is currently in the Town of Merton, would be annexed to the Village of Hartland prior to the extension of public sanitary sewer service. Under Wisconsin Department of Natural Resources policy, sewers may not be extended to serve development in portions of secondary environmental corridors comprised of wetlands, shorelands, floodplains, and steep slopes, as identified in the sewer service area amendment report.
2. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Village of Menomonee Falls. That amendment, scheduled for action later in this meeting, proposes the addition of an area encompassing about 103 acres to the portion of the Menomonee Falls sewer service area that is tributary to the Sussex wastewater treatment plant. The subject parcel includes 17 acres of primary environmental corridor, one acre of secondary environmental corridor, and 85 acres of other open land. Under the Village comprehensive plan, the area of the subject parcel located outside the environmental corridors would be developed for single-family residential development, potentially accommodating about 150 additional housing units.

There being no questions or discussion, on a motion by Ms. Seemeyer, seconded by Mr. Rogers, and carried unanimously, the Planning and Research Committee report was approved.

Administrative Committee

Chairman Stroik asked Mr. Dwyer to present the Administrative Committee report. Mr. Dwyer noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Administrative Committee met two times since the Annual Commission meeting on June 19, 2013.

On June 27, 2013, the Committee took the following actions:

1. Reviewed and approved the 2012 Audit report prepared by certified public accountants from the firm of Scrima, Kabitzke & Co., S.C. The audit report indicated that the Commission had a year-end fund equity balance of about \$3.45 million. This amount compares with a fund equity balance of \$3.20 million at the end of 2011. The auditors found no material weaknesses in the Commission's internal fiscal control procedures.
2. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 11, 12, and 13, extending over the period May 6, to June 16, 2013.

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3. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending June 16, 2013.
4. Reviewed and approved renewal of the Commission's business insurance for the term of July, 2013 to July, 2014.
5. Reviewed and accepted a report on a salary survey comparing Commission staff salaries to County and State salaries, and proposed salary adjustments recommended by an Ad Hoc Committee consisting of Commissioners Buestrin, Dwyer, Russell, and Stroik.

On July 25, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 14, and 15 extending over the period June 17, to July 14, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending July 14, 2013.
3. Reviewed and approved a flexible work hours policy. This policy will be reviewed in December and thereafter annually.

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

Executive Committee

Chairman Stroik then provided the Executive Committee report. He noted that all Commissioners had received a copy of the report, and the Committee had met twice since the Annual Commission meeting on June 19, 2013.

On June 27, 2013, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved five contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Reviewed and approved an amendment to the 2013-2016 Regional Transportation Improvement Program (TIP). This amendment to the 2013-2016 TIP was necessary to advance 37 projects, all of which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and Round Lake Urbanized Areas.
4. Received a report outlining key planning efforts being undertaken by the Commission in 2013.

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On July 25, 2013, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved eight contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Reviewed and approved an amendment to the 2013-2016 Regional Transportation Improvement Program (TIP). This amendment to the 2013-2016 TIP was necessary to advance seven projects, all of which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and Round Lake Urbanized Areas.
4. Received a report outlining key planning efforts being undertaken by the Commission in 2013. This current key planning efforts status report is attached to this report.

There being no questions or discussion, on a motion by Mr. Wirth, seconded by Mr. Rogers, and carried unanimously, the Executive Committee report was approved.

CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN

Village of Hartland Sanitary Sewer Service Area (Resolution No. 2013-11)

Chairman Stroik asked the Commission to consider Resolution No. 2013-11, noting that the Resolution would revise the Village of Hartland sanitary sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that due to the scheduling of meetings and approvals, this sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission Planning and Research Committee at its meeting that took place today before this Quarterly Commission meeting. He stated that the recommended amendment would expand the sewer service area, adding 100 acres to the planned sewer service area, an expansion of over 2 percent. The expansion includes about 40 acres of secondary environmental corridor and 60 acres of agricultural and other lands. He then noted that the expansion is consistent with both the regional land use plan and the regional water quality management plan. He said that the expansion was requested by the Village of Hartland and was approved by the Hartland Village Board after a public hearing which resulted in no objections.

There being no questions or comments, on a motion by Mr. Schmidt, and seconded by Ms. Stoffel, Resolution No. 2013-11 was approved by a vote of 18 ayes and 0 nays (copy of Resolution No. 2013-11 attached to Official Minutes).

Village of Menomonee Falls Sanitary Sewer Service Area (Resolution No. 2013-12)

Chairman Stroik asked the Commission to consider Resolution No. 2013-12, noting that the Resolution would revise the Village of Menomonee Falls sanitary sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that this sanitary sewer service area amendment to the regional water quality management plan was also approved by the Commission Planning and Research Committee at its meeting that preceded this Quarterly Commission meeting. He stated that the recommended amendment would

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expand the sewer service area by adding 103 acres to the planned sewer service area, an expansion of just over 3 percent. The expansion includes 17 acres of primary environmental corridor, one acre of secondary environmental corridor, and 85 acres of other open land. He noted that the expansion is consistent with both the regional land use and the regional water quality management plans. He then said that the expansion was requested by the Village of Menomonee Falls, and after a public hearing, was approved by the Menomonee Falls Village Board.

There being no questions or comments, on a motion by Mr. Schmidt, and seconded by Mr. Dwyer, Resolution No. 2013-12 was approved by a vote of 18 ayes and 0 nays (copy of Resolution No. 2013-12 attached to Office Minutes).

CONSIDERATION OF AMENDMENT TO THE 2013-2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (Resolution No. 2013-10)

Chairman Stroik asked the Commission to consider adoption of an amendment to the 2013-2016 Regional Transportation Improvement Program (TIP) and Resolution No. 2013-10, noting that these materials were previously provided before this meeting. He then called upon Mr. Yunker to present both the projects and the resolution.

Mr. Yunker stated that the Regional Planning Commission is the designated Metropolitan Planning Organization (MPO) for transportation planning for the Southeastern Wisconsin Region and, that as the MPO, the Commission's primary responsibility is to prepare and adopt a regional transportation system plan and a short range TIP. Mr. Yunker stated that the TIP is a listing of transportation projects proposed over the next four years to use Federal funds by local and State governments for public transit and arterial streets and highways throughout the Region. He stated that the TIP is reviewed by Commission staff to ensure consistency of the TIP with the regional transportation plan. He added that the TIP, and its amendments, are also reviewed and approved by Commission Advisory Committees which include local governments, the Wisconsin Department of Transportation, the United States Department of Transportation, the Wisconsin Department of Natural Resources, and the U.S. Environmental Protection Agency. Mr. Yunker then noted that typically the Executive Committee considers amendments to the Regional Transportation Improvement Program, but this Committee has not met since July so the full Commission will need to consider approval of Resolution No. 2013-10 so that the projects within this amendment to the TIP can proceed.

Mr. Yunker then presented Resolution 2013-10, which amends the 2013-2016 Regional Transportation Improvement Program (TIP). He indicated that six of nine new projects listed for Resolution No. 2013-10 are located within Milwaukee County, and three are located in Waukesha County. He said the nine projects in Milwaukee County include two rail crossing projects, a route redesignation of USH 41 to IH 41, two projects to assist with better transportation service for persons with disabilities, and a local roadway realignment in the City of Oak Creek. He concluded by stating that the three new projects being added to the TIP for Waukesha County all involve replacing rail signal bungalows (control panel cabinets) within the City of Brookfield.

In response to an inquiry by Mr. Eberle, Mr. Yunker stated that the redesignation of USH 41 to IH 41 may not be expected to result in additional Federal funding coming to the State of Wisconsin.

There being no further questions or comments, on a motion by Mr. Crowley, seconded by Ms. Russell, and carried by a vote of 18 ayes and 0 nays, Resolution No. 2013-10 was unanimously approved (copy of Resolution No. 2013-10 attached to Official Minutes).

BRIEFING ON ROOT RIVER WATERSHED RESTORATION PLAN

Chairman Stroik asked Mr. Hahn, the Commission's Chief Environmental Engineer, to give a briefing on the Root River watershed restoration plan that has been undertaken during several years.

As Mr. Hahn presented a PowerPoint presentation (copy attached to Official Minutes), the following questions and comments were made.

In response to an inquiry by Mr. Eberle, Mr. Hahn stated that both urban and rural areas are located in the Root River watershed. He added that in some locations where high instream bacteria counts have been observed there may be cross connections between the sanitary and storm sewer systems. These could be direct connections, exfiltration from leaking sanitary sewers or sewer laterals, or sanitary sewers or sewer laterals incorrectly connected to storm sewers.

In response to inquiries by Mr. Rogers relative to when the 500-year flood was established and whether it is still accurate, Mr. Hahn stated that the flood frequency studies which establish the 500-year flood were developed about 30 years ago and they are currently being updated by the Commission staff. He said that hydrologic flood studies are based on continuous simulation of about 70 years of meteorological records and the simulation model will be calibrated to observed flows and volumes recorded at streamflow gauges in the watershed.

In response to an inquiry by Mr. Colman, Mr. Hahn stated that the original reason for the dam was for mill operations, but that today, the dam serves recreation purposes.

Mr. Eberle inquired about whether the current dam safety standards have been increased. Mr. Hahn noted that the dam was originally constructed in the mid-1800s, and that, even when the dam was rebuilt in 1975, current dam safety standards were not in place. He said that following implementation of the National Dam Safety Program in the late 1970s and early 1980s, the State of Wisconsin adopted updated dam safety standards.

In response to an inquiry by Chairman Stroik relative to whether the Root River was a salmon passageway, Mr. Hahn stated that salmon could only pass over the Horlick dam spillway during very large flood events when the water level downstream from the dam is above the spillway crest elevation. He added that opening up the River to fishing upstream from the dam is currently under consideration. Then Mr. Stoffel asked whether the Horlick dam can accommodate a 10-year flood. Mr. Hahn said that it should be able to handle a 10-year flood, but that it is probably its limit. Mr. Martin then inquired about major flooding impact on houses along the Root River and how will these homeowners be impacted by what is currently being planned for the Root River. Mr. Hahn replied that removal of the dam would lower upstream flood stages and should not significantly affect downstream flood stages. Mr. Stoffel also asked whether property owners upstream of the dam will gain property if the normal impoundment level upstream from the dam is lowered. Mr. Hahn explained that the change will vary by property owner depending on how their land is platted. In response to an inquiry from Chairman Stroik, Mr. Hahn stated that the Wisconsin Department of Natural Resources is now in the process of making their decision regarding the hazard rating for Horlick dam.

BRIEFING ON UPCOMING REEVALUATION, UPDATE, AND EXTENSION TO YEAR 2050 OF REGIONAL LAND USE AND TRANSPORTATION PLANS

Chairman Stroik asked Mr. Yunker to give a briefing on the reevaluation, update, and extension to year 2050 of regional land use and transportation plans. Mr. Yunker then presented a PowerPoint presentation (copy attached to Official Minutes).

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In response to an inquiry by Mr. Colman, Mr. Yunker stated that the Commission staff does evaluate the potential for any new technology to affect the amount and nature of future travel and transportation facilities. He cited a number of examples, including the cost of motor fuel, availability of alternative fuels, and driverless vehicle technology.

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Yunker reported that there was no correspondence and there were no announcements.

Mr. Buestrin requested that a supply of the 50th anniversary books be distributed again to the new Commissioners and to anyone who would be interested in the Commission's history, such as new County Board Supervisors. He advised the Commissioners to contact Mr. Yunker to request these books.

Commissioner Dwyer then requested a moment of silence in honor of those who died on September 11, 2001.

CONFIRMATION OF DATE, TIME, AND PLACE OF DECEMBER QUARTERLY MEETING

Chairman Stroik indicated that the next Quarterly Commission meeting is scheduled for 3:00 p.m. on Wednesday, December 4, 2013, in Milwaukee County and will be held at Zimmerman Architectural Studios, Inc.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Ms. Greene, seconded by Mr. Wirth, and carried unanimously, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

KRY/EAL/dad
#213447 QtrlySep13Min

Attachments