

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday, August 25, 2005

2:00 p.m.

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

Present:

Excused:

Committee Members:

Thomas H. Buestrin, Chairman
William R. Drew, Vice-Chairman
Adelene Greene
Allen L. Morrison
Linda J. Seemeyer
Paul G. Vrakas
Gustav W. Wirth, Jr.

Richard A. Hansen
Daniel S. Schmidt

Absent:

Staff:

Philip C. Evenson
Loretta Watson

Executive Director
Executive Secretary

ROLL CALL

Chairman Buestrin called the meeting to order at 2:10 p.m. Roll call was taken and a quorum declared present. Mr. Evenson noted for the record that Commissioners Hansen and Schmidt had asked to be excused.

APPROVAL OF MINUTES OF JULY 28, 2005, MEETING

On a motion by Mr. Wirth, seconded by Mr. Vrakas, and carried unanimously, the minutes of the Executive Committee meeting held on July 28, 2005, were approved as published.

ADMINISTRATIVE COMMITTEE REPORT, MR. VRAKAS REPORTING

(Meeting of August 25, 2005)

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

1. Reviewed and approved the Commission disbursements for two financial reporting periods: Year 2005 Nos. 15 and 16, extending over the period July 11, 2005, to August 7, 2005.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending August 7, 2005. With about 60 percent of the year completed, the projections indicated a year end surplus of about \$110,000.
3. Received a staff report on a review by the Commission's legal counsel of liability insurance issues. That review indicated that it might be well to consider obtaining professional liability insurance in the event that the Wisconsin Supreme Court would determine to extend an existing exception of governmental immunity to professionals other than the medical profession. Moreover, the review indicated that the Commission should be sure that the present insurance coverage is adequate with respect to officers and directors liability insofar as potential claims relative to employment discrimination, unfair employment practices, and wrongful termination are concerned. The Committee directed that these matters be reviewed with the Commission's insurance agent and a follow-up report presented.
4. Approved a staff recommendation that a schedule be followed relative to the deposit of funds with the trustee for the bonds that were used to acquire the Rockwood Drive building. The objective of the schedule is to ensure that the trustee has on hand on or about March 1, 2011, sufficient funds at that time to redeem all remaining bonds without penalty. The deposit schedule calls for transferring to the trustee \$1 million by the end of 2005, \$300,000 by the end of 2006, \$300,000 by the end of 2007, and \$200,000 by mid-2008. Assuming that the deposits will on average earn four percent interest, there should be sufficient funds in the account to achieve the objective of having a debt-free Commission office building by the middle of 2011.

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

REPORT ON CONTRACTS

Chairman Buestrin asked Mr. Evenson to review the proposed contracts and agreements, noting that the Committee members had received a table listing the contracts and agreements prior to the meeting. Mr. Evenson then briefly reviewed the three contracts reported on the table, calling attention in particular to the supplemental work being done for Waukesha County in connection with the 2005 digital orthophotography program and a small contract with BioCATT, Inc., a non-profit corporation sponsored by Gateway Technical Institute, relative to designing a county-wide broadband wireless network for Kenosha County.

After a brief discussion focusing on the economic development objectives relative to the deployment of broadband communications facilities, on a motion by Ms. Seemeyer, seconded by Ms. Greene, and carried unanimously, the report relative to the contract was accepted and placed on file (copy of report attached to Official Minutes).

GEO 29 REVIEW

Chairman Buestrin asked Mr. Evenson to report on the Federal grants and loans and direct Federal development projects submitted to the Commission for intergovernmental review pursuant to the requirements set forth in Gubernatorial Executive Order No. 29.

Mr. Evenson noted that summaries of the seven project applications were provided to the Committee members with the agenda for the meeting. There were no conflicts, he said, between any of the projects and the adopted regional plans.

Following a brief discussion, on a motion by Mr. Drew, seconded by Mr. Morrison, and carried unanimously, the following seven applications were recommended to the grantor agencies for approval as being in conformance, or not in conflict, with adopted regional plans: two community action programs (CAP-2144 and CAP-2145); four conservation programs (CONSER-960 through CONSER-963); and one community facility program (COMFAC-244) (copy of table attached to Official Minutes).

STAFF REPORTS AND ATTENDANT ACTIONS

K-R-M Commuter Rail Study

Mr. Evenson reported that activities continue with respect to completing organizational arrangements for conducting the next technical study phase of the K-R-M commuter rail study. Before contracts can be executed between the Commission and Earth Tech, Inc./HNTB, the consulting team selected by the Steering Committee for the study, the Commission must complete all of the requirements attendant to obtaining the \$3.2 million grant from the Federal Transit Authority (FTA) to be used in support of the study. One of the items required by FTA is a grant filing authorization resolution approved by the Commission. Mr. Evenson then distributed proposed Resolution No. 2005-14, which would fulfill this requirement and reviewed the terms of the Resolution with the Committee (copy attached to Official Minutes).

After a brief discussion, on a motion by Mr. Wirth, seconded by Mr. Drew, and carried unanimously, Resolution No. 2005-14 was unanimously approved. Mr. Evenson also indicated that he would work with the Commission's legal counsel to secure an opinion, also required by the FTA, that the Commission has the requisite legal authority to apply for the FTA grant.

Regional Water Supply Study

Mr. Evenson reported that negotiations continue with both Ruckert & Mielke, Inc., the selected engineering consultant for the water supply study, and hydrogeologists from the State and Federal governments, relative to contracts necessary to carry out certain activities specified in the Prospectus for the regional water supply study. Meanwhile, technical work is underway on conducting basic inventories for the study and in preparing materials for consideration by the Commission's Advisory Committee on Regional Water Supply Planning. That Committee, he said, will hold its initial meeting in September. In addition, he reported that the Commission staff would soon consider retaining a legal consultant to develop materials for inclusion in the study report.

Parking Lot Expansion

Mr. Evenson reported that he and Chairman Buestrin are pursuing the direction given by the Executive Committee at its meeting on July 28, 2005, relative to moving ahead with the parking lot expansion and renovation project. During the last month, the City of Pewaukee has indicated its preliminary approval of the Commission's expansion plan, with final approval to be received upon completion of construction drawings and specifications. The project, Mr. Evenson continued, must stay south of a wetland boundary established to the north of the Rockwood Drive building. Moreover, the construction plans need to include significant landscaping efforts to shield the expanded parking lot from STH 164.

Following preliminary approval by the City of Pewaukee, Mr. Evenson indicated that he had engaged the firm of Ruckert & Mielke, Inc., to prepare the construction drawings and specifications and to secure at least three cost quotations for the project. The same engineer who designed the original parking lot when

the Rockwood Drive building was owned by Ruckert & Mielke, Inc., has been assigned to develop the plans and specifications. It will be necessary, Mr. Evenson continued, to construct a retaining wall along the north side of the lot, with the entire perimeter of the lot to be curbed. The construction specifications will have to be carefully drafted to be sure that construction activities do not encroach upon the adjacent wetland.

Mr. Evenson also reported that he and Chairman Buestrin had met recently with Mr. John Heller, the President of Interstate Partners, who own RidgeView LLC. That partnership owns the land lying to the north of the Rockwood Drive building. The Commission was informed during that meeting that RidgeView, LLC, was willing to convey to the Commission at no cost a 60 foot strip of land, approximating 0.4 acre in areal extent, necessary for the Commission to continue to meet the City of Pewaukee green space development requirements. The Commission's legal counsel has now been directed to take the necessary steps to effect the land transaction.

In a brief discussion that followed, Mr. Wirth observed that even though the Commission will not have to pay for acquiring the strip of land from RidgeView LLC, for title insurance purposes it will be necessary to place a value on the land being acquired.

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Evenson reported that the Commission had received a communication from Wisconsin Department of Administration Secretary Mark Marotta updating the Commission on the status of the Wisconsin Comprehensive Planning Law (copy attached to Official Minutes). The actions taken by Governor Jim Doyle on the State Budget Bill effectively continue that law and the funding set aside to help county and local governments implement that law. Mr. Evenson commented that the Commission staff is now engaged with Kenosha, Racine, and Walworth Counties in developing grant applications for submittal to the Wisconsin Department of Administration by a November 1, 2005, deadline.

In response to an inquiry by Mr. Wirth, Mr. Evenson indicated that planning activities attendant to the Ozaukee County partnership "Smart Growth" plan is probably about 25 percent done. In response to a question by Ms. Seemeyer, Mr. Evenson indicated that in Milwaukee County, the Cities of St. Francis, South Milwaukee, and Oak Creek have completed updated comprehensive plans which are being held out as meeting the new State requirements. The Cities of Milwaukee and Franklin, he said, have in past years applied for State grants for plan preparation work, but have not to date been awarded funds. Both of those communities, he continued, are likely to proceed on their own.

Mr. Evenson also announced that he was working with Walworth County officials on conducting a brief ceremony next month to commemorate the completion of a remonumentation program attendant to U.S. Public Land Survey section and quarter section corners in the County. There are over 2,500 such corners, he said, and the completion this year of that program marks a major milestone event in building a sound land information system for the County.

Mr. Evenson also announced that the Commission staff is participating in two break-out sessions at the Wisconsin Counties Association Annual Conference being held in Milwaukee over the period September 18-20, 2005. In one session, Mr. Robert P. Biebel of the Commission staff will be presenting on the regional water supply study. In another session, Mr. Evenson indicated that he would be presenting on the emerging consortium to cost-effectively provide county surveyor services in Southeastern Wisconsin.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 2:40 p.m., on a motion by Mr. Vrakas, seconded by Ms. Greene, and carried unanimously.

Respectfully submitted,

Philip C. Evenson
Deputy Secretary

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Attachments