

## **MINUTES**

### **SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION QUARTERLY MEETING**

March 5, 2008

3:00 p.m.

Sharon Fire Department  
182 Park Avenue  
Sharon, Wisconsin

Present:

Excused:

Commissioners:

Thomas H. Buestrin, Chairman  
Richard A. Hansen, Vice-Chairman  
Charlene S. Brady  
William R. Drew  
Anita M. Faraone  
Adelene Greene  
Susan S. Greenfield  
Gregory L. Holden  
William E. Johnson  
Mary A. Kacmarcik  
Allen L. Morrison  
Robert W. Pitts  
Daniel S. Schmidt  
David L. Stroik  
Gustav W. Wirth, Jr.

James T. Dwyer  
Lee Holloway  
Michael J. Miklasevich  
Anselmo Villarreal  
Paul G. Vrakas

Absent:

Staff:

Philip C. Evenson  
Loretta Watson

Executive Director  
Executive Secretary

Guests:

Nicole Andersen  
David A. Bretl  
Doug Chase  
Michael Cotter  
Charles Dorn  
Bruce Houghtby  
Nancy Russell  
Linda J. Seemeyer  
Edward VanderVeen

Director, Finance Department, Walworth County  
Administrator, Walworth County  
Director, Information Systems, Walworth County  
Deputy Corporation Counsel, Walworth County  
President, Village of Sharon  
Village of Sharon  
Chair, Walworth County Board of Supervisors  
Director, Health and Human Services, Walworth County  
Chair, Town of Sharon

## **ROLL CALL**

Chairman Buestrin called the 220<sup>th</sup> meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum declared present. Mr. Evenson indicated for the record that Commissioners Dwyer, Holloway, Miklasevich, Villarreal, and Vrakas had asked to be excused.

## **WELCOME**

Chairman Buestrin recognized Commissioner Morrison who, for over 25 years, has represented Walworth County on the Commission and who is not running for reelection to the County Board. Mr. Morrison welcomed his fellow Commissioners to the Town and Village of Sharon, expressing gratitude for the willingness of everyone to travel to Sharon which lies in the extreme southwest corner of the Region. He then noted that he had invited Edward VanderVeen, the Chair of the Town of Sharon, Charles Dorn, the President of the Village of Sharon, and Dave Bretl, the Walworth County Administrator, to help greet the Commissioners.

Mr. VanderVeen welcomed the Commissioners to the Town of Sharon, noting that the building in which they are meeting is an example of intergovernmental cooperation, the Town and Village of Sharon having worked together in delivering fire and rescue services for many years. He indicated that the Town had always supported the Commission's land use recommendations and is presently cooperating in the conduct of the "Smart Growth" planning effort now underway in Walworth County. He wished the Commissioners well in their meeting.

Mr. Dorn also welcomed the Commissioners to Sharon, indicating that the Village follows the Commission's work closely, and supports the Commission. He, too, wished the Commissioners well in their meeting.

Mr. Bretl also welcomed the Commissioners to Walworth County, indicating that Walworth County also wants to honor Mr. Morrison for his long service on the County Board and on the Regional Planning Commission. He indicated that he believes that the strength of the Regional Planning Commission is finding common interests that link the communities in the Region together. He hoped that the Commission would keep up its good work for years to come. Mr. Bretl also indicated that several key Walworth County officials were on hand to help honor Mr. Morrison, including Nicki Andersen, Michael Cotter, Doug Chase, and Linda Seemeyer, a former Regional Planning Commissioner. Mr. Bretl noted that Mr. Morrison had served continuously on the Walworth County Board since 1980, including three terms as Board Chair. He indicated that Mr. Morrison had provided a great deal of leadership during his tenure on the Board and had done so with high ethical standards, always with encouragement rather than negativity. He noted that Mr. Morrison was a zealous and unapologetic advocate for the Regional Planning Commission, even during times when the Commission was not well understood and popular with the Board. He said that Mr. Morrison provided political leadership in the completion of the re-monumentation, control survey, and large-scale mapping program that is now providing benefits to municipalities and private citizens and businesses alike. He continued by recognizing the work done last year by the Commission on the County Board's re-districting project. That work, he said, while politically very sensitive, went well. Mr. Bretl concluded his remarks by thanking Mr. Morrison for his long service to the County and the Commission.

Chairman Buestrin thanked all present for their kind remarks, and on behalf of the entire Commission, also thanked Mr. Morrison for his faithful service.

## **APPROVAL OF MINUTES OF DECEMBER 5, 2007, MEETING**

On a motion by Mr. Wirth, seconded by Ms. Greene, and carried unanimously, the minutes of the Quarterly Meeting of December 5, 2007, were approved as published.

## **TREASURER'S REPORT**

Chairman Buestrin asked Mr. Drew to present the Treasurer's report. Mr. Drew noted that a copy of the report had been provided to all Commissioners for review at the meeting. In commenting on the report, he called attention to the following items:

1. Based upon disbursements through February 17, 2008, it is projected that total disbursements for the year will approximate nearly \$6.7 million. Revenues are projected at about \$7.1 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 \$2.6 million. The various accounts are identified on the second page of the report.
3. As of February 17, 2008, the Commission had in investments and cash on hand about \$5.27 million. About \$4.4 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of February 17, 2008, that fund was yielding 4.07 percent interest. Other funds are held in savings and checking accounts and in certificates of deposits at several banks.

After a brief discussion, on a motion by Mr. Drew, seconded by Mr. Stroik, and carried unanimously, the Treasurer's Report for the period ending February 17, 2008, was approved (copy attached to Official Minutes).

## **STANDING COMMITTEE REPORTS**

### **Planning and Research Committee**

Noting that the Planning and Research Committee met once since the Commission Quarterly meeting on December 5, 2007, Committee Chairman Schmidt reported the following items:

Earlier today, 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 Paddock Lake. That amendment, scheduled for action later in this meeting, involves the addition of about 157 acres of land to the planned service area, including about 88 acres that are suitable for future urban development. The proposed amendment was found to be consistent with both the adopted regional land use plan and the boundary and sewer service agreements executed by the Village of Paddock Lake and the neighboring Town of Salem.
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 City of Mequon. That amendment, scheduled for action later in this meeting, involves the addition of about 44 acres to the planned service area, about one-half of which is suitable for urban development. The proposed amendment was found to be consistent with the adopted regional land use plan.

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

**Administrative Committee**

Noting that the Administrative Committee had met three times since the Commission Quarterly meeting on December 5, 2007, Committee Chairman Stroik reported the following items:

On December 20, 2007, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for two financial reporting periods: Year 2007 Nos. 24 and 25, extending over the period November 12, 2007, to December 9, 2007.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending December 9, 2007. With about 95 percent of the year completed, the projection indicated a year end surplus of about \$197,000, exclusive of interest and miscellaneous income.
3. Received a report that the Commission staff is evaluating options with respect to the acquisition of new press equipment for the print shop operations.

On January 24, 2008, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for two financial reporting periods: Year 2007 No. 26 and Year 2008 No. 1, extending over the period December 10, 2007, to January 6, 2008.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending January 6, 2008. That review focused on the revenue estimates for 2008. Nearly all of the service agreement revenue, as well as most of the Federal and State revenues, needed to support the 2008 work program have been secured. Certain funds expected from the Wisconsin Department of Natural Resources and the Federal Transit Administration have not yet been secured. However, there is no reason to believe that these funds will not be forthcoming.
3. Received a report that the Commission staff continues to evaluate alternatives to upgrading the color copier equipment in the Commission's print shop. Production levels during 2007 on the existing equipment tended to be very high given the rated throughput capacity of that equipment, leading to higher than anticipated operating costs. The staff has not yet reached a conclusion as to the particular type and brand of equipment that would best meet Commission multi-color copier needs. The copier equipment is used to produce an average of nearly 90,000 copies per month.
4. Received a report that the Commission paid an amount of \$11,610 in lieu of taxes on the Rockwood Drive building, such payment going to the City of Pewaukee. This represented an increase of about \$150 over 2007.

On February 28, 2008, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for three financial reporting periods: Year 2008 Nos. 2, 3 and 4, extending over the period January 7, 2008, to, to February 17, 2008.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending February 17, 2008. With about 15 percent of the year completed, the projections indicated a

year end surplus of nearly \$400,000, a figure that is expected to significantly decline as the year goes on.

3. Received a report that the Commission recently took delivery on two replacement vehicles for the Commission's fleet that were ordered late in 2007. The two vehicles are a Chevrolet Impala and a Ford Crown Victoria.

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

**Executive Committee**

Noting that the Executive Committee had met three times since the Commission Quarterly meeting on December 5, 2007, Chairman Buestrin reported the following items:

On December 20, 2007, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Approved a series of 13 amendments to the 2007-2010 Regional Transportation Improvement Program. Those amendments involve transit service projects located in Ozaukee and Kenosha Counties.
3. Took action to dissolve three Commission advisory committees: the Technical Advisory Committee on Regional Groundwater Resources, the Pike River Watershed Committee, and the Regional Telecommunications Plan Advisory Committee. The work of these three committees has been completed. Any remaining issues attendant to groundwater resources are now under the purview of the Commission's Advisory Committee on Regional Water Supply Planning.
4. Received a report that Commission staff and consultants are heavily engaged in evaluating the four major regional water supply alternatives outlined to the Commission at the September 2007 Quarterly meeting. It is hoped that technical evaluation work will be completed by mid-spring and that at that time it will be possible to schedule a major regional planning conference and outreach effort to ensure wide dissemination of the findings of those analyses. This will set the stage for formulation of a recommended regional water supply plan later in the year.
5. Received a report that work is nearing completion of the update of the Washington County jurisdictional highway system plan and that staff work will begin shortly on similar highway plan updates in Racine and Waukesha Counties.
6. Received a report that the Board of the Southeastern Wisconsin Regional Transit Authority has asked the Commission staff to continue to support that body throughout 2008, with a particular focus on the preparation of a report that the Board must submit to the Governor and State Legislature by November 2008. That report would respond to a legislative charge, and include the identification of a permanent regional funding source for public bus and commuter rail systems, a recommendation as to whether or not the RTA Board should be empowered to directly operate transit services, and a proposal to distribute regional funding among mass transit operators in the three-county region.

On January 24, 2008, 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 and related work. The details pertaining to those contracts are set forth in a table included with the agenda for this meeting.
3. Received a report that the first two of the county-based multi-governmental partnership planning efforts being staffed by the Commission are nearing completion. Extensive efforts are underway to ensure that the county level plans for Ozaukee and Washington Counties will be ready for consideration by the County Boards of Supervisors at their April 2008 meetings. The remaining locally derived plans for participating communities in those counties will be completed by mid-year.
4. Received a report that following distribution of the Commission's new regional broadband telecommunications plan to the counties and communities in the Region, an appearance had been requested by the Public Works Committee of the Common Council of the City of Milwaukee. The staff reported that the Committee members responded favorably to the Commission's recommendations for the establishment of a regional wireless network based on internet protocol with a focus on service public communications functions.
5. Received a report that organizational efforts intended to structure a 2010 orthophotography program for the Region will get under way this coming spring. The Commission will again sponsor a multi-agency and multi-county consortium to obtain high quality orthophotography for the Region. Each of the county land information officers will be invited to participate in this effort.
6. Received a report that the consultant team working on the 30<sup>th</sup> Street Corridor strategic plan effort in the City of Milwaukee should wrap up their efforts by mid-year. The focus of the work will now shift to the public safety concerns in the corridor with the appointment of a new Chief of Police in the City of Milwaukee.
7. Received a report that the Commission will co-sponsor, with the Milwaukee Metropolitan Sewerage District, the fifth consecutive annual water quality conference. This conference has been scheduled for April 28 in Milwaukee. Commissioners will receive more detailed information and are encouraged to attend as their schedules permit.
8. Received a report that a meeting had been held recently with Wisconsin Department of Transportation Secretary Frank Busalacchi. The Secretary expressed strong support for the Commission's work efforts and indicated a desire to appear before the Commission at its June Annual meeting. One of the issues raised at the meeting with the Secretary involves the present WisDOT cost-share policy. Acknowledging that there are problems associated with this policy as it has operated in southeastern Wisconsin, Secretary Busalacchi indicated that he would follow up with a review of that policy.

On February 28, 2008, the Committee took the following actions:

1. Received and approved a report the Administrative Committee relative to a meeting that day.
2. Approved a series of 39 amendments to the 2007-2010 Regional Transportation Improvement Program. Those amendments involve a wide variety of both new and revised transportation projects. Of particular note are projects related to the establishment of a new interstate highway along the

USH 41 corridor between Milwaukee and Green Bay and the project submitted by the Wisconsin Department of Transportation, in conjunction with Waukesha County and the City of Oconomowoc, to undertake a reconstruction of the CTH P interchange with IH 94 at the eastern end of the Pabst Farms development project. The reconstruction of this particular interchange has been identified for many years in the Commission's adopted regional transportation plan and WisDOT is making every effort to carry out this particular plan recommendation in a coordinated manner with potential commercial land development at the Pabst Farms site.

3. Received a report that the Commission, together with other agencies and organizations, is sponsoring the first of a series of plan commission workshops for local officials. This workshop will be held at 6:00 p.m. on March 19<sup>th</sup> in the Racine County Ives Grove Complex Auditorium.
4. Received a report that Dr. Donald M. Reed of the Commission staff has been named by the U.S. Fish and Wildlife Service to serve on a panel to review and update the nation's wetland plant list.
5. Received a communication from the Executive Director formally indicating his intent not to seek an extension of his current employment contract that expires on December 31, 2008. In discussing this matter, it was the consensus of the Executive Committee that the Commission should follow the same procedure in selecting a new Executive Director as that followed in 1996 when Mr. Evenson was selected to succeed Dr. Kurt W. Bauer. Under this procedure, the Executive Committee would proceed with full authority to select and appoint a new Executive Director.

Following his report, Chairman Buestrin asked if there were any questions or comments by members of the Commission. With specific respect to the matter of the correspondence received by the Executive Committee from Mr. Evenson, Mr. Buestrin noted that approval of his report would signify that the Commission concurs with the position of the Executive Committee that it proceed to select and appoint a new Executive Director, the term of the appointment to begin on January 1, 2009.

A discussion then ensued. In response to a comment by Mr. Stroik relative to the regional telecommunications plan recommendations, Mr. Wirth noted that the plan provides the vision for the development of wireless telecommunications systems, particularly focused on the need for public safety systems throughout the Region that are fully interoperable being based on internet protocol. It is up to the counties and communities, he said, to consider and appropriately act upon those recommendations. Mr. Evenson recalled that the Commission presently has a contract with Kenosha County to demonstrate the technical feasibility of the wireless telecommunications recommendations. That work is now underway, he said, and he would keep the Commission apprised of progress in this important matter. Responding to an inquiry by Mr. Pitts, Mr. Buestrin said that the Executive Committee will take up the matter of the selection of a new Executive Director as soon as possible and would keep all Commissioners advised of its progress relative thereto.

Following that discussion, on a motion by Mr. Stroik, seconded by Mr. Johnson, and carried unanimously, the Executive Committee report was approved.

#### **ADOPTION OF AMENDMENTS TO REGIONAL WATER QUALITY MANAGEMENT PLAN**

##### **Village of Paddock Lake Sewer Service Area (Resolution No. 2008-02)**

Chairman Buestrin asked the Commission to consider Resolution No. 2008-02, noting that the Resolution would revise the Village of Paddock Lake sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that all Commissioners had received for review prior to the meeting a copy of Resolution No. 2008-02, together with a copy of a SEWRPC staff memorandum dated March 2008. He recalled that the proposed amendment had been reviewed by the Planning and Research Committee at a meeting held earlier that day, and was recommended for adoption by the Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Stroik, and carried unanimously, Resolution No. 2008-02 was approved (copy of Resolution No. 2008-02 attached to Official Minutes).

**City of Mequon Sewer Service Area Plan** (Resolution No. 2008-03)

Chairman Buestrin asked the Commission to consider Resolution No. 2008-03, noting that the Resolution would revise the City of Mequon sewer service area plan. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that all Commissioners had received for review prior to the meeting a copy of Resolution No. 2008-03, together with a copy of a SEWRPC staff memorandum dated March 2008 documenting the proposed amendment. He recalled that the proposed amendment had been reviewed by the Planning and Research Committee at its meeting held earlier that day, and was recommended for adoption by the Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Wirth, and carried unanimously, Resolution No. 2008-03 was approved (copy of Resolution No. 2008-03 attached to Official Minutes).

**CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Evenson announced that the Commission had recently been informed that the Commission's long-recommended system of remonumentation, control surveys, and large-scale mapping had been recognized by the American Council of Engineering Companies of Wisconsin as a "Wonder of Wisconsin Engineering" in the surveying and mapping category. This competition was recently completed and recognizes 50 years of excellence in engineering throughout Wisconsin. The award is to be presented to the Commission at a banquet to be held on April 12, 2008, in Kohler. The Commission will be represented at that banquet by Dr. Kurt W. Bauer, the Executive Director Emeritus, and Commissioner Wirth.

**CONFIRMATION OF DATE, TIME, AND PLACE OF JUNE ANNUAL MEETING**

Chairman Buestrin indicated that the next meeting of the Commission will be scheduled for 3:00 p.m. on Wednesday, June 18, 2008, in Washington County.

**ADJOURNMENT**

Chairman Buestrin recognized the Chair of the Walworth County Board, Nancy Russell. Ms. Russell indicated that she, too, wanted to honor Commissioner Morrison for his long service on the County Board and the Commission. Commissioner Pitts also commented that he has known Mr. Morrison through county board relationships for many years and that his father, former Commissioner Francis J. Pitts, always spoke highly of Mr. Morrison. Mr. Pitts indicated that he wished Mr. Morrison the very best in his post-public service years.

(Quarterly Meeting)  
March 5, 2008

There being no further business to come before the Commission, on a motion by Mr. Stroik, seconded by Ms. Greene, and carried unanimously, the meeting adjourned at 3:45 p.m.

Respectfully submitted,

Philip C. Evenson  
Deputy Secretary

PCE/lw  
Attachments  
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