

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

QUARTERLY MEETING

December 2, 2009

3:00 p.m.

Milwaukee County War Memorial Center
North Memorial Hall, 3rd Floor
750 N. Lincoln Memorial Dr.
Milwaukee, WI 53202

Present:

Excused:

Commissioners:

David L. Stroik, Chairman
Thomas H. Buestrin
Brian R. Dranzik
James T. Dwyer
Adelene Greene
Susan S. Greenfield
Richard A. Hansen
William E. Johnson
John M. Jung
Robert W. Pitts
Nancy Russell
Daniel S. Schmidt
Paul G. Vrakas
John F. Weishan, Jr.
Gustav W. Wirth, Jr.

Anita M. Faraone
Gregory L. Holden
Mary A. Kacmarcik
Michael J. Miklasevich
Anselmo Villarreal

Staff:

Kenneth R. Yunker	Executive Director
Elizabeth Larsen	Business Manager
Debra D'Amico	Executive Secretary
Christopher T. Hiebert	Chief Transportation Engineer

Guests:

Dwight McComb	Planning and Program Development Engineer, Federal Highway Administration
R. Stewart McKenzie	Community Planner, Federal Transit Administration – Region V
Carlos Pena	Community Planner, Federal Highway Administration

ROLL CALL AND SEATING OF NEW COMMISSIONERS

Chairman Stroik called the 227th meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum declared present. Chairman Stroik indicated for the record that Commissioners Faraone, Holden, Kacmarcik, Miklasevich, and Villareal had asked to be excused.

INTRODUCTION AND SEATING OF NEW COMMISSIONER (Milwaukee County)

Chairman Stroik indicated that in early November, Mr. William Drew had not been reappointed as a Commissioner for Milwaukee County, and that Mr. John Rogers has been appointed by Governor Doyle for a term to expire on September 15, 2014. He stated that unfortunately Mr. Rogers was unable to attend this meeting and, therefore, will be seated at the March Quarterly Commission Meeting.

APPROVAL OF MINUTES OF SEPTEMBER 9, 2009 MEETING

On a motion by Mr. Dwyer, seconded by Mr. Pitts, and carried unanimously, the minutes of the Annual Meeting of September 9, 2009, were approved as published.

TREASURER'S REPORT

Chairman Stroik stated that since Mr. Drew was no longer on the Commission, his position of Treasurer is now vacant. He added that the Executive Committee has nominated Ms. Russell to serve as interim Treasurer. Chairman Stroik then asked Ms. Russell to present the Treasurer's Report. Ms. Russell noted that a copy of the Treasurer's report had been provided to all Commissioners for review prior to the meeting. In commenting on the report, she called attention to the following items:

1. Based upon disbursements through November 8, 2009, it is projected that total disbursements for the year will approximate nearly \$6.8 million. Revenues are projected at about \$7.0 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 \$2.9 million. The various accounts are identified on the second page of the report.
3. As of November 8, 2009, the Commission had in investments and cash on hand nearly \$3.0 million. About \$2.5 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of November 8, 2009, that fund was yielding 0.27 percent interest. Other funds are held in savings and checking accounts and in certificates of deposits at several banks.

On a motion by Mr. Vrakas, seconded by Mr. Wirth, and carried unanimously, the Treasurer's Report for the period ending November 8, 2009, was approved (copy of the Treasurer's Report 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 September 9, 2009, Committee Chairman Schmidt reported the following items:

On November 10, 2009, 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 City of New Berlin. That amendment, scheduled for action later in this meeting, involves amending the City of New Berlin sanitary sewer service area tributary to the Milwaukee Metropolitan Sewerage District (MMSD) to include within the planned New Berlin sewer service area certain lands located outside the currently adopted sewer service area. The proposed amendment involves the addition of the site encompassing the New Berlin West High School campus which currently relies upon an onsite sewage disposal system. The proposed sewer service area amendment, the subject of a public hearing held before the City of New Berlin Plan Commission, had no opposition, and the City of New Berlin Common Council approved the amendment on October 13, 2009. It was noted that the abandonment of the existing onsite sewage disposal system could be expected to eliminate the pollutant loadings from the onsite system to groundwater, and that the subject site is included in the MMSD planning area as defined in the MMSD facilities plan completed in 2007. The wastewater flows from the site were taken into account in the wastewater flow allocations for the City of New Berlin under that facilities plan.
2. Reviewed and recommended the Commission staff further review a proposed amendment to the adopted regional water quality management plan pertaining to the establishment of a sanitary sewer service area for the Village of Big Bend. During a November 4, 2009, public hearing sponsored by the Village and the Commission, a number of concerns were raised which need to be addressed prior to approval of the proposed plan. The staff recommended that all remaining issues be addressed prior to Commission action.
3. Reviewed and approved as amended for publication Chapters 1 and 2 of SEWRPC Planning Report No. 54, *A Regional Housing Plan for Southeastern Wisconsin: 2035*. Chapter 1 provides an introduction to the planning effort and outlines the study scope of work. Chapter 2 presents regional housing objectives, principles, and standards which will guide the development and evaluation of the plan recommendations.
4. Reviewed and acted to recommend to the Commission for approval the Commission's proposed 2010 Overall Work Program. That program will be considered for adoption by the Commission later in this meeting and is consistent with the Commission's adopted 2010 budget.

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

Administrative Committee

Noting that the Administrative Committee met three times since the last Commission Quarterly Meeting on September 9, 2009, Committee Chair Greene reported the following items:

On September 24, 2009, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2009 Nos. 13, 14, 15, 16, 17, 18 and 19, extending over the period June 8, 2009 to September 13, 2009.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 13, 2009. With about 70 percent of the year completed, the projections indicated a year-end surplus of about \$234,000.

3. Reviewed and discussed a report on business insurance deductible and coverage limit options. After discussion it was decided to decrease the auto insurance deductible as it would result in a minimal increase in the overall premium for the 2010-2011 policy renewal.
4. Reviewed, amended and approved current criteria for vehicle replacement and purchases. The vehicle replacement criteria are vehicle age of at least four years, vehicle mileage of at least 100,000 miles, and maintenance costs which are greater than 25 percent above the fleet average.

On October 22, 2009, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2009 Nos. 20, and 21, extending over the period September 14, 2009 to October 11, 2009.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 27, 2009. With about 80 percent of the year completed, the projections indicated a year-end surplus of about \$180,400.
3. Received a report that group medical insurance rates for 2010 through the Group Insurance Board operated for local governments by the State of Wisconsin increased, but by significantly varying amounts. The lowest cost plan was United Healthcare HMO which increased by about 10 percent. Two of the three other HMO plans offered, Anthem Blue Cross/Blue Shield and Humana HMO plans, had extraordinarily large increases, 47 percent and 57 percent respectively. The other HMO plan, the Dean HMO plan, increased by 10 percent. This plan is based in the Madison area and only serves the far western portions of the Region. The Commission pays no more than 105 percent of the lowest cost plan, should an employee not select the lowest cost plan.

It was also noted that there are two coverage changes in 2010 that resulted from a change in State law. First, domestic partners are now eligible for coverage, and second, adult children are covered up to the age of 27 years old.

On November 19, 2009, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2009 Nos. 22, and 23, extending over the period October 12, 2009 to November 8, 2009.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending November 8, 2009. With about 85 percent of the year completed, the projections indicated a year-end surplus of about \$186,000.
3. Received a report on employee enrollment in the 2010 group medical insurance program. A total of 54 Commission employees elected to obtain medical insurance coverage, paying a minimum 20 percent of the premium cost. Eight Commission employees declined medical insurance coverage. The anticipated cost of the 2010 health insurance is expected to be \$729,110, about \$17,460 greater than the adopted 2010 budget for health insurance of \$711,650.

In response to an inquiry by Mr. Johnson relating to auto insurance premium costs, Mr. Yunker stated that the auto insurance deductible, beginning with the 2010-2011 premium renewal, will be decreased from \$1,000 to \$500, resulting in a premium increase of approximately \$70.

In response to an inquiry by Ms. Russell, Mr. Yunker stated that the estimated \$17,460 health insurance deficit is not anticipated to create a significant budget concern in 2010.

On a motion by Mr. Dwyer, seconded by Mr. Schmidt, and carried unanimously, the Administrative Committee report was approved.

Executive Committee

Noting the Executive Committee met two times since the Commission Annual Meeting on September 9, 2009, Chairman Stroik reported the following items:

On September 24, 2009, 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 four contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining the status of several key planning efforts being undertaken by the Commission. This key planning efforts status report is attached to this report.
4. Approved one amendment to the 2009-2012 Regional Transportation Improvement Program. The amendment was necessary largely to advance a project to be funded with U.S. Department of Transportation American Recovery and Reinvestment Act funds. The amendment involved modifying the 2009-2012 Transportation Improvement Program by adding one new project for Milwaukee County.

On November 19, 2009, the Committee took the following action:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved three contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining the status of several key planning efforts being undertaken by the Commission. This key planning efforts status report is attached to this report.
4. Approved 19 amendments to the 2009-2012 Regional Transportation Improvement Program. The amendments involved modifying 19 projects in the 2009-2012 Transportation Improvement Program and adding 14 new projects to the Transportation Improvement Program.
5. Designated Nancy Russell to serve as interim Commission Treasurer.

There being no questions or comments, on a motion by Mr. Vrakas, seconded by Mr. Dwyer, and carried unanimously, the Executive Committee report was approved.

ELECTION OF TREASURER

Chairman Stroik reported that the Executive Committee had nominated Nancy Russell to serve as Treasurer for the remainder of Mr. Drew's term which continues through 2010. There being no other candidates nominated, on a motion by Mr. Pitts and seconded by Ms. Greene, Ms. Russell was unanimously elected as Treasurer of the Commission.

ADOPTION OF AMENDMENT TO REGIONAL WATER QUALITY MANAGEMENT PLAN

City of New Berlin Sewer Service Area (Resolution No. 2009-13)

Chairman Stroik asked the Commission to consider Resolution No. 2009-13, noting that the Resolution would revise the City of New Berlin 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. 2009-13, together with a copy of a SEWRPC staff memorandum dated August 2009. He stated that the proposed amendment had been reviewed by the Planning and Research Committee at a meeting held on November 10, 2009, and was recommended for adoption by the Commission.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Wirth and carried by a vote of 15 ayes and 0 nays, Resolution No. 2009-13 was approved unanimously (copy of Resolution No. 2009-13 attached to Official Minutes).

CONSIDERATION OF APPROVAL OF THE 2010 OVERALL WORK PROGRAM (Resolution No. 2009-14)

Chairman Stroik asked the Commissioners to consider Resolution No. 2009-14 adopting the Commission Overall Work Program (OWP) for calendar year 2010. He asked Mr. Yunker to briefly comment on the program.

Mr. Yunker noted that the Planning and Research Committee, at its meeting on November 10, 2009, had reviewed and recommended approval of the 2010 Overall Work Program. He further noted that, from a budgetary perspective, the work program provides for a level of effort very close to that envisioned when the 2010 budget was approved. Mr. Yunker gave a brief overview of the 2010 Overall Work Program by highlighting several projects giving a sampling of the type of work that each division will complete during the upcoming year. He then indicated that the work program had been approved by the Federal and State transportation funding agencies at a meeting held on October 8, 2009. He noted that given that approval and the recommendation by the Planning and Research Committee on this matter, formal action by the Commission on Resolution 2009-14 would now be in order.

There being no discussion, on a motion by Mr. Dwyer, seconded by Mr. Jung, and carried by a vote of 15 ayes and 0 nays, Resolution No. 2009-14 was approved unanimously, (copy of Resolution No. 2009-14 attached to Official Minutes).

PRESENTATION BY U.S. DEPARTMENT OF TRANSPORTATION OFFICIALS ON THE FINDINGS AND RECOMMENDATIONS OF THE 2008 TRANSPORTATION PLANNING CERTIFICATION REVIEW

Chairman Stroik noted that the Commission is the designated Metropolitan Planning Organization for transportation planning in the Southeastern Wisconsin Region for the Milwaukee, Racine, Kenosha, and Round Lake Beach urbanized areas. He also stated that under Federal law and regulations, the Commission's transportation planning must undergo a review and certification by the U.S. Department of Transportation of the compliance of Commission transportation planning with Federal law and regulations.

Chairman Stroik then introduced representatives from the Federal Highway Administration (FHWA), Mr. Dwight McComb, Systems Planning and Performance Engineer, and Mr. Carlos Pena, Community Planner, and from the Federal Transit Administration, Mr. R. Stewart McKenzie, Community Planner. Mr. McComb proceeded to give a brief report on the results of the review to the Commission. (copies of both the complete and condensed versions of this report are attached to Official Minutes)

Following the presentation, the following questions and comments were made and addressed relative to the material presented.

1. In response to an inquiry by Ms. Russell, Mr. Yunker stated that Mr. McComb's report will be posted on the SEWRPC website.
2. In response to an inquiry by Ms. Greene, Mr. McComb stated that the report cites SEWRPC best practices which include the high level of leadership, and exemplary approach to the development and quality of projects.
3. In response to an inquiry by Chairman Stroik, Mr. McComb stated that SEWRPC has incorporated environmental justice efforts into the planning program and encouraged the Commission to continue to form relationships with all segments of the public. He also stated that it is difficult to discuss transportation issues with various groups due to other more pressing issues. He complimented the Commission for adding a Public Involvement and Outreach Manager to the staff. He noted that the FHWA is looking forward to seeing the updated, easier-to-navigate website along with other public communication methods. Mr. Yunker further explained that the Commission staff is committed to diligently working on recommendations made by the FHWA. He briefly described what the new Public Involvement and Outreach Manager has accomplished during the second half of 2009, and then stated that the SEWRPC website is currently being redesigned, and should be online within the next two months. The new website will allow for improved navigation and easier access to Commission information.

Mr. Yunker then stated that the staff is continuously improving on the FTA Certification recommendations and went on to list the accomplishments staff has made toward the recommendations. These accomplishments include hiring a Public Involvement and Outreach Manager, redesigning the website, and plain language newsletters that will accompany Commission reports as they near completion, and a plan to balance public transit, and bike and pedestrian interests. He also noted these accomplishments are difficult to achieve with key staff turnover, a flat budget and hiring freeze.

There being no further questions or comments, Chairman Stroik thanked Mr. McComb for his presentation.

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Stroik noted that he will be providing all Commissioners in December a schedule of Commission meetings in 2010, and Committee assignments and meeting schedules for 2010.

Mr. Yunker noted that there were no announcements or correspondence to be brought to the attention of the Commission.

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

Chairman Stroik indicated that the next meeting of the Commission will be scheduled for 3:00 p.m. on Wednesday, March 10, 2010, in Waukesha County. The location of this meeting is to be determined.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Ms. Greene, seconded by Mr. Schmidt, and carried unanimously, the meeting adjourned at 3:52 p.m.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

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Attachments