

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, August 16, 2012

2:00 p.m.

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

Present:

Excused:

Committee Members:

William R. Drew, Vice-Chairman  
Thomas H. Buestrin  
James T. Dwyer  
Nancy L. Russell  
Daniel S. Schmidt

David L. Stroik, Chairman  
Gilbert B. Bakke  
Adelene Greene  
Gustav W. Wirth, Jr.

Staff:

Kenneth R. Yunker  
Elizabeth A. Larsen  
Debra A. D'Amico

Executive Director  
Business Manager  
Executive Secretary

#### ROLL CALL

Vice-Chair Drew called the meeting to order at 2:00 p.m. Roll call was taken and a quorum declared present. Mr. Yunker noted that Chairman Stroik, Mr. Bakke, Ms. Greene, and Mr. Wirth had asked to be excused.

#### APPROVAL OF MINUTES OF MEETING OF JUNE 28, 2012

Vice-Chair Drew asked if there were any changes or additions to the June 28, 2012, meeting minutes.

On a motion by Mr. Dwyer, seconded by Mr. Schmidt, and carried unanimously, the minutes of the Executive Committee meeting held on June 28, 2012, were approved as published.

#### ADMINISTRATIVE COMMITTEE REPORT, MR. DWYER REPORTING

Vice-Chairman 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 three financial periods: Year 2012 Nos. 14, 15, and 16 extending over the period June 18, to July 29, 2012.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending July 29, 2012.
3. Authorized the Commission staff to retain the certified public accounting firm of Scrima, Kabitzke & Co., S.C., to conduct the audit of the Commission's calendar year 2012 operations.

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

### **REPORT ON CONTRACTS**

Vice-Chairman Drew asked Ms. Larsen to review the proposed contracts noting that the Committee members had received a table listing five contracts prior to the meeting. Ms. Larsen then briefly reviewed these contracts with the Committee.

In response to an inquiry by Vice-Chairman Drew, Mr. Yunker stated that the cost of the socio-economic impact (SEI) analysis that the University of Wisconsin-Milwaukee (UWM) is conducting for the Preliminary Regional Housing Plan is reasonable in comparison to the socio-economic impact analysis completed for the regional water supply plan.

There being no further questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Dwyer, and carried unanimously, the report relative to the contracts was accepted and placed on file (copy of report attached to Official Minutes).

### **CONSIDERATION OF AMENDMENT TO THE 2011-14 TRANSPORTATION IMPROVEMENT PROGRAM**

Mr. Yunker presented Resolution 2012-07, amending the 2011-2014 Regional Transportation Improvement Program (TIP).

Mr. Yunker noted the amendment contains five projects and has been reviewed and unanimously approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Kenosha, Milwaukee, and Racine Urbanized Areas, and that it has been determined that the projects included in the amendment are in conformance with the regional transportation plan. He then briefly reviewed the five projects in the amendment.

In response to an inquiry by Mr. Buestrin, Mr. Yunker stated that the project listed for Ozaukee County (No. 787), for the preliminary engineering for reconstruction of IH 43 from Silver Spring Drive to STH 60 in Milwaukee and Ozaukee Counties, is being amended to include a revised estimate of the cost of preliminary engineering for the project.

There being no further inquiries or comments, on a motion by Mr. Dwyer to approve Resolution No. 2012-08, seconded by Ms. Russell, and carried unanimously by a vote of 5 ayes and 0 nays, Resolution 2012-07 was approved (copy of Resolution 2012-07 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 community and county assistance, efforts under each Commission staff division's section of the report (copy of report attached to Official Minutes).

## **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Yunker reported that there was no correspondence, and then updated the Commissioners on the progress made on the replacement of the Commission building roof. He stated the roofing contractors took approximately two weeks to replace the roof, leaving the portion around the heating, ventilating, and air conditioning unit (HVAC) serving the original portion of the building to be completed once the new HVAC unit is installed. He then stated that the HVAC unit is scheduled to be replaced on Saturday, September 29<sup>th</sup>, and that, for safety requirements, Commission staff will not be allowed in the building on that day. In response to Mr. Buestrin's inquiry, Ms. Larsen stated that the roofers had done an excellent job especially considering the extremely high temperatures during those days.

In response to an inquiry by Mr. Buestrin relative to how well the new building entry and security system is working, Ms. Larsen stated that the new system is working very well and the staff is pleased with the ease of use and accessibility of the system.

## **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:14 p.m., on a motion by Mr. Schmidt, seconded by Mr. Dwyer, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary