

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, June 25, 2015

2:25 p.m.

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

Present:

Excused:

Committee Members:

David L. Stroik, Chairman  
Charles L. Colman, Vice-Chairman  
Thomas H. Buestrin  
Michael A. Crowley  
William R. Drew  
James T. Dwyer  
Nancy L. Russell  
Daniel S. Schmidt  
Peggy L. Shumway  
Gustav W. Wirth, Jr.

Adelene Greene

Staff:

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

Executive Director  
Assistant Director-Administration  
Executive Secretary

#### ROLL CALL

Chairman Stroik called the meeting to order at 2:25 p.m. Roll call was taken and a quorum was declared present. Mr. Yunker noted for the record that Ms. Greene had asked to be excused.

#### APPROVAL OF MINUTES OF MEETING OF MAY 21, 2015

Chairman Stroik asked if there were any changes or additions to the May 21, 2015, meeting minutes.

On a motion by Mr. Schmidt, seconded by Mr. Crowley, and carried unanimously, the minutes of the Executive Committee meeting held on May 21, 2015, were approved as published.

## **ADMINISTRATIVE COMMITTEE REPORT**

Chairman Stroik reported that the Administrative Committee, at its meeting held just before this Executive Committee meeting, had taken the following actions:

1. Reviewed and approved disbursements for three financial periods: Year 2015 Nos. 11, 12, and 13 extending over the period May 4, to June 14, 2015.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending June 14, 2015.
3. Reviewed and approved the 2015-2016 business insurance policy renewal.
4. Reviewed and approved a report from an Ad Hoc Committee, consisting of Commissioners Stroik, Schmidt, Buestrin, Russell, and the Commission's Executive Director, regarding annual salary adjustments, which were made on the basis of merit, promotion, and market equity adjustment.

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

## **CONSIDERATION OF CONTRACTS**

Chairman Stroik asked Ms. Larsen to review the proposed contracts, noting that Committee members had received a report with a table listing four contracts prior to the meeting. Ms. Larsen then briefly reviewed the contracts with the Committee.

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

## **WORK PROGRAM REPORTS**

Mr. Yunker reviewed with the Committee a table entitled, "Work Program Progress Report." He noted that the report identifies key regional and selected community and county assistance efforts (copy of report attached to Official Minutes).

Mr. Yunker then updated the Committee on a March 2014 Commission request asking the staff to consider a study of the impact of road salt on lakes and streams in the Southeastern Wisconsin Region. He stated that a draft prospectus entitled, "Prospectus for a Road Salt Impact Study for the Southeastern Wisconsin Region," has been prepared. He added that staff is in the process of forming a technical advisory committee (TAC) which will include representatives from the seven counties, local municipalities, and Federal and State agencies and will review the prospectus including study scope, budget, and proposed funding.

It was further noted that Ms. Russell and Mr. Colman had requested that staff explore the conduct of this study and indicated that a copy of the preliminary draft of the "Prospectus for a Road Salt Impact Study for the Southeastern Wisconsin Region" will be provided to them.

**CONSIDERATION AND APPROVAL OF AMENDMENT(S) TO THE 2015-2018 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (Resolution No. 2015-12)**

Mr. Yunker presented Resolution 2015-12, which provides for Commission approval and adoption of an amendment to the 2015-2018 Regional Transportation Improvement Program. He explained that the TIP is a Federally required listing of all arterial highway, public transit, and other related transportation projects proposed by State and local governments to be implemented over the next four years in the seven-county Southeastern Wisconsin Region. He emphasized that all the projects included in this TIP amendment are consistent with the Regional Transportation Plan and that both the Plan and TIP amendment must be determined to conform to the Wisconsin Department of Natural Resources State Implementation Plan for Air Quality Management. He stated that this 2015-2018 TIP amendment was reviewed and unanimously approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Milwaukee urbanized area.

Mr. Yunker stated that the Milwaukee County project listed on Exhibit B, is the administration of the Federal Transit Administration Section 5310 program for the Milwaukee urbanized area. Milwaukee County has agreed to accept the role as the recipient of these funds for the Milwaukee urbanized area. These funds may then be distributed to public transit operators and private non-profit organizations for transit service for the elderly and persons with disabilities, while ensuring all Federal regulations are met.

There being no further questions or comments, on a motion by Mr. Dwyer to approve Resolution No. 2015-12, seconded by Mr. Schmidt, and carried unanimously by a vote of 10 ayes and 0 nays, Resolution 2015-12 was approved (copy of Resolution 2015-12 attached to Official Minutes).

**CONSIDERATION OF AMENDMENTS TO THE 2015 OVERALL WORK PROGRAM (Resolution No. 2015-13)**

Chairman Stroik asked the Committee to consider Resolution No. 2015-13 which is an amendment to the 2015 adopted Commission Overall Work Program (OWP).

Mr. Yunker stated this amendment is a proposed revision of the 2015 OWP which includes a budget revision for three of the nine Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration (FHWA) and the Wisconsin Department of Transportation, and the addition of a new project funded by the FHWA for a Bicycle and Pedestrian Count Program.

He explained that budget estimates for projects are determined in the OWP in September of the previous year. As the work for the CLUTS projects proceeds during the year, the budgets for the projects within the CLUTS program area may be revised to reflect the changing work efforts of each project. The overall budget for the CLUTS program is not proposed to change.

Revisions to the OWP are required to be approved through a resolution by the Commission or the Commission's Executive Committee.

In response to an inquiry by Mr. Stroik, Mr. Yunker stated that he was not certain of the specific technology used by the bicycle and pedestrian counters to be acquired.

[Secretary's Note:

The bike counters to be used for the Bicycle and Pedestrian Count Program will be infrared counters. These counters have the ability to transmit data using cellular reception and last for 10 years with no battery replacement.]

There being no further questions or comments, on a motion by Mr. Crowley to approve Resolution No. 2015-13, seconded by Mr. Dwyer, and carried unanimously by a vote of 10 ayes and 0 nays, Resolution 2015-13 was approved (copy of Resolution 2015-13 attached to Official Minutes).

#### **CORRESPONDENCE AND ANNOUNCEMENTS**

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

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:43 p.m., on a motion by Mr. Wirth, seconded by Mr. Schmidt, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker  
Executive Director

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