

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

Wednesday, December 6, 2017

3:00 p.m.

Milwaukee Intermodal Terminal  
433 W. St. Paul Avenue, Empire Room 311A  
Milwaukee, WI 53203

**Present:**

**Excused:**

Commissioners:

Charles L. Colman , Chairman  
Michael A. Crowley, Vice-Chairman  
Steve Bostrom  
Thomas H. Buestrin  
Mike Dawson  
José M. Delgado  
Brian R. Dranzik  
William R. Drew  
James T. Dwyer  
Theodore Lipscomb, Sr.  
Aloysius Nelson  
Robert W. Pitts  
Jennifer K. Rothstein  
Jeffrey D. Schleif  
Daniel S. Schmidt  
Peggy L. Shumway  
David L. Stroik  
Gustav W. Wirth, Jr.

James A. Ladwig  
Nancy Russell

Staff:

|                     |                                     |
|---------------------|-------------------------------------|
| Michael G. Hahn     | Executive Director                  |
| Kevin J. Muhs       | Deputy Director                     |
| Elizabeth A. Larsen | Assistant Director - Administration |

**ROLL CALL**

Chairman Colman called the 261<sup>st</sup> meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum was declared present. Chairman Colman indicated for the record that Commissioners Ladwig, and Russell had asked to be excused.

**REMARKS BY WISCONSIN DEPARTMENT OF TRANSPORTATION SECRETARY DAVE ROSS**

Chairman Colman introduced Wisconsin Department of Transportation (WisDOT) Secretary Dave Ross, and thanked him for attending the meeting to update the Commissioners on WisDOT programs and projects. Secretary Ross provided a summary of administrative changes he has implemented at WisDOT and described proposed transportation improvements related to the proposed Foxconn liquid crystal display manufacturing campus in the Village of Mount Pleasant.

**OFFICIAL SEATING OF COMMISSIONER JAMES LADWIG**

Chairman Colman noted that Racine County Commissioner James Ladwig has not yet been formally seated. He stated that Mr. Ladwig was appointed by Governor Scott Walker to serve as a Commissioner representing Racine County. Chairman Colman then reviewed Mr. Ladwig's biography, noting that he is currently the Director of Global Community Affairs for SC Johnson, and that he has served as the President/CEO of the Racine Area Manufacturers and Commerce, the Racine County Executive, and the Racine County Register of Deeds.

On a motion by Mr. Drew, seconded by Mr. Pitts, and carried unanimously, Mr. Ladwig was seated as a Commissioner representing Racine County.

**APPROVAL OF MINUTES OF THE SEPTEMBER 13, 2017, QUARTERLY COMMISSION MEETING**

On a motion by Mr. Wirth, seconded by Mr. Schmidt, and carried unanimously, the minutes of the September 13, 2017, Quarterly Commission Meeting were approved as published.

**TREASURER'S REPORT**

Chairman Colman asked Mr. Drew to present the Treasurer's Report. Mr. Drew 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, he called attention to the following items:

1. Based upon disbursements through October 29, 2017, it is projected that total disbursements for the year will approximate \$7.7 million. Revenues are projected at about \$7.9 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 \$4.5 million. The various accounts are identified on the second page of the report.
3. As of October 29, 2017, the Commission had in investments and cash on hand approximately \$5.42 million. \$3.9 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of October 29, 2017, that fund was yielding 1.03 percent interest. Other funds are held in savings, checking, and money market accounts at several banks.

There being no questions or discussion, on a motion by Mr. Dranzik, seconded by Mr. Stroik, and carried unanimously, the Treasurer's Report for the period ending October 29, 2017, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

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## **STANDING COMMITTEE REPORTS**

### **Planning and Research Committee**

Chairman Colman asked Mr. Schmidt to present the Planning and Research Committee Report. Mr. Schmidt stated that the Planning and Research Committee had not met since the September 13, 2017, Commission's Quarterly Meeting, therefore, there was nothing to report.

### **Administrative Committee**

Chairman Colman asked Mr. Dwyer to present the Administrative Committee Report. Mr. Dwyer noted that the Report had been provided to all Commissioners prior to the meeting. He also noted that the Administrative Committee had met two times since the Quarterly Commission Meeting on September 13, 2017.

On Thursday, October 26, 2017, the Committee took the following actions:

1. Reviewed and approved disbursements for five financial periods: Year 2017 Nos. 17, 18, 19, 20 and 21; extending over the period August 7, to October 15, 2017.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 15, 2017.
3. Received an update on replacement of the 1994 rooftop HVAC unit. The HVAC unit had been replaced in mid-September at a cost of \$14,989.
4. Reviewed a report on group medical insurance rates for 2018. The Commission obtains medical insurance for staff through the State of Wisconsin Department of Employee Trust Funds Group Health Insurance Program. Commission employees will pay at least 20 percent of the premium cost. The Committee chose for the seventh year to provide in 2018 a Deductible Health Maintenance Organization (HMO) Plan (\$500 single and \$1,000 family) and to have the Commission reimburse employees for the deductible as it is expended through Health Reimbursement Accounts.

On Thursday, November 16, 2017, the Committee took the following actions:

1. Reviewed and approved disbursements for one financial period: Year 2017 No. 22 for the period of October 16, to October 29, 2017.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 29, 2017.
3. Received a report on employee enrollment in the 2018 group medical insurance program. A total of 58 Commission employees elected to obtain medical insurance coverage (35 family coverage and 23 single coverage). Four Commission employees declined medical insurance coverage. The anticipated cost to the Commission of the 2018 health insurance is expected to be about \$785,000 annually, which is well within the budget for health insurance adopted in June of 2017.

There being no discussion, on a motion by Mr. Nelson, seconded by Mr. Dawson, and carried unanimously, the Administrative Committee Report was approved (copy of the Administrative Committee Report is attached to the Official Minutes).

### **Executive Committee**

Chairman Colman, as Chairman of the Executive Committee, provided the Executive Committee Report.

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He stated that the Executive Committee had met two times since the Quarterly Commission Meeting on September 13, 2017.

On Thursday, October 26, 2017, 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 6 contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining key planning efforts being undertaken by the Commission in 2017.
4. Reviewed and approved amendments to the 2017-2020 Regional Transportation Improvement Program (TIP). These amendments to the 2017-2020 TIP were necessary to advance nine projects which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for both the Milwaukee Transportation Management Area and the Kenosha, Racine, Walworth Transportation Management Area.
5. Reviewed and approved the submittal to the Federal Transit Administration of the Commission's Title VI Program.
6. Reviewed and approved an amendment to the 2017 Overall Work Program to reflect modest revisions to the budgeted amount of the Continuing Land Use-Transportation Study planning projects.

On Thursday, November 16, 2017, 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 two contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining key planning efforts being undertaken by the Commission in 2017. The most recent report is attached to this report.
4. Reviewed and approved the Year 2018 Overall Work Program for the Commission.

Chairman Colman called attention to the contract tables dated October 26<sup>th</sup> and November 16, 2017, and briefly described selected contracts. Chairman Colman then discussed the Work Progress Report.

There being no questions or discussion, on a motion by Mr. Crowley, seconded by Mr. Nelson, and carried unanimously, the Executive Committee report was approved (copy of the Executive Committee report is attached to the Official Minutes).

#### **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Hahn stated there was no correspondence, but announced that staff had been notified by the Wisconsin Department of Natural Resources that the Commission has been awarded \$80,000 from the State of

Wisconsin Great Lakes Protection Fund for the regional chloride study. In addition, in January 2018, the Milwaukee Metropolitan Sewerage District Commission is expected to approve \$170,000 for the regional chloride study.

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**CONFIRMATION OF DATE, TIME, AND PLACE OF THE MARCH QUARTERLY  
COMMISSION MEETING**

Chairman Colman indicated that the next full Quarterly Commission meeting will be held in March 2018, with the date and location to be determined and confirmed on a later date.

**ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Mr. Stroik seconded by Mr. Delgado, and carried unanimously, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Michael H. Hahn  
Deputy Secretary

MGH/KJM/EAL/dd  
#240221