

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, February 21, 2019

2:00 p.m.

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

Present:

Excused:

#### Committee Members:

Charles L. Colman, Chairman  
Michael A. Crowley, Vice-Chair  
Mike Dawson  
James T. Dwyer  
Aloysius Nelson  
Robert Pitts  
Nancy Russell  
Daniel S. Schmidt  
David L. Stroik  
Gustav W. Wirth, Jr.

Thomas H. Buestrin  
William R. Drew

#### Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Assistant Director-Administration

#### ROLL CALL

Chairman Colman called the meeting to order at 2:00 p.m. Roll call was taken and a quorum was declared present. Mr. Muhs noted for the record that Messrs. Buestrin and Drew had asked to be excused.

#### APPROVAL OF MINUTES OF JANUARY 24, 2019, MEETING

Chairman Colman asked if there were any changes or additions to the January 24, 2019, meeting minutes. There were none.

On a motion by Mr. Dwyer, seconded by Mr. Nelson, and carried unanimously, the minutes of the Executive Committee meeting held on January 24, 2019, were approved as published.

## **ADMINISTRATIVE COMMITTEE REPORT**

Chairman Colman 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 two financial periods: Year 2019, Nos. 2 and 3 extending over the period of January 7, 2019 to February 3, 2019.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending February 3, 2019.

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

## **CONSIDERATION OF CONTRACTS**

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

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

## **WORK PROGRAM REPORTS**

Mr. Muhs reviewed the 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. Muhs noted that land use related community assistance planning projects have been added to the Land Use planning projects heading. Special Projects/Economic Development planning projects have been added to the report and comprise the economic development projects that were previously listed under community assistance.

## **CONSIDERATION OF AMENDMENT TO THE 2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP), (Resolution No. 2019-03)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2019-03, amending the 2019-2022 Regional Transportation Improvement Program (TIP). He noted that these materials were provided prior to this meeting.

Mr. Muhs presented Resolution 2019-03, amending the 2019-2022 Regional Transportation Improvement Program (TIP). He indicated there are eight existing projects and 31 new projects to be amended into the TIP. He stated that the addition of these projects to the TIP were approved by the Commission's Advisory Committees on Transportation System Planning and Improvement Programming in the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.

In response to an inquiry by Ms. Russell concerning the resurfacing of Highway 12 from the Illinois border to Highway 67, Mr. Muhs stated that this project is scheduled within this TIP and related amendments, including an amendment expected to be forthcoming from the Department of Transportation.

There being no additional questions or comments, on a motion by Mr. Crowley to approve Resolution 2019-03, seconded by Mr. Dwyer, and carried by a vote of 10 ayes and 0 nays, Resolution 2019-03 was approved (copy of Resolution 2019-03 attached to Official Minutes).

**CONSIDERATION OF THE FUNCTIONAL CLASSIFICATION OF PUBLIC STREETS AND HIGHWAYS WITHIN THE YEAR 2010 ADJUSTED WEST BEND URBANIZED AREA, (Resolution No. 2019-04)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2019-04, approving the functional classification of streets and highways within the year 2010 adjusted West Bend Urbanized Area. He noted that these materials were provided prior to this meeting.

Mr. Muhs stated that about every 10 years, following the completion of the adjustment of the U.S. Census defined West Bend urbanized area boundary, WisDOT, and the Commission review and update the functional classification of public streets and highways within the adjusted West Bend urbanized area based on changes in the urbanized area from the previous area, changes in land use and traffic volumes, and the need to classify new public streets and highways. The functional classification review is used to determine project eligibility under various Federal Highway Administration transportation funding programs and to determine appropriate designs for roadways.

There being no questions or comments, on a motion by Mr. Schmidt to approve Resolution 2019-04, seconded by Mr. Dwyer, and carried by a vote of 10 ayes and 0 nays, Resolution 2019-04 was approved (copy of Resolution 2019-04 attached to Official Minutes).

**CONSIDERATION OF YEAR 2015 - 2019 TARGETS FOR THE FEDERAL HIGHWAY SAFETY PERFORMANCE MEASURE, (Resolution No. 2019-05)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2019-05, approving the year 2015-2019 Targets for the Federal Highway Safety Performance Measures. He noted that these materials were provided prior to this meeting.

Mr. Muhs explained that as part of implementation of the national performance management framework created by the Moving Ahead for Progress in the 21st Century Act of 2012, and continued with the Fixing America's Surface Transportation Act of 2015, the U.S. Department of Transportation Federal Highway Administration (FHWA) developed and published regulations requiring states and metropolitan planning organizations to annually establish for all public roadways targets for five safety performance measures. These measures are: 1) the number of fatalities, 2) the rate of fatalities per one hundred million vehicle miles traveled (HMVMT), 3) number of serious injuries, 4) the rate of serious injuries per HMVMT, and 5) the number of non-motorized fatalities and serious injuries.

The Wisconsin Department of Transportation established statewide targets for the five Federal safety performance measures for the five-year rolling average for years 2015 through 2019 based on the baseline five-year rolling average for years 2013 through 2017, as reported in the 2018 Highway Safety Improvement Program. With the approval of this resolution, the Commission will establish targets for the metropolitan planning area for the 2015 through 2019 time period.

There being no questions or comments, on a motion by Mr. Dwyer to approve Resolution 2019-05, seconded by Mr. Nelson, and carried by a vote of 10 ayes and 0 nays, Resolution 2019-05 was approved (copy of Resolution 2019-05 attached to Official Minutes).

**UPDATE ON EMPLOYMENT MATTERS**

It was moved by Mr. Stroik and seconded by Mr. Crowley to go into closed session for the purpose of an update concerning an employment issue, such closed session being permitted by the provisions of sec. 19.81(i)(c) of the Wisconsin Statutes. Without objection the Committee moved into a closed session.

Without objection the Committee moved out of closed session at 2:30 p.m.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Mr. Muhs reported there was no correspondence or announcements.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:34 p.m. on a motion by Mr. Schmidt, seconded by Mr. Pitts, and carried unanimously.

Respectfully submitted,

Kevin J. Muhs  
Executive Director