

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, June 27, 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.

Alternate:

Thomas H. Buestrin (non-voting)

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 2:20 p.m. Roll call was taken and a quorum was declared present.

#### APPROVAL OF MINUTES OF MAY 16, 2019, MEETING

Chairman Colman asked if there were any changes or additions to the May 16, 2019, meeting minutes. There were none.

On a motion by Mr. Dwyer, seconded by Mr. Schmidt, and carried unanimously, the minutes of the Executive Committee meeting held on May 16, 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. Received a report on the 2018 Commission audit.
2. Reviewed and approved disbursements for financial periods: Year 2019, Nos. 10, 11, and 12 extending over the period of April 29, 2019 to June 9, 2019.
3. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending June 9, 2019.
4. Discussed annual dues and subscription renewals.
5. Reviewed and approved a report of an Ad Hoc Committee, consisting of Commissioners Buestrin, Colman, Crowley, Dwyer, Russell, Schmidt, Stroik, Wirth, and the Commission's Executive Director, regarding annual salary adjustments, which were made on the basis of merit and promotion.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Wirth, 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 seven contracts. Ms. Larsen then briefly reviewed the contracts with the Committee.

In response to an inquiry by Mr. Colman concerning the coastline management contract, Mr. Muhs stated Milwaukee County received a grant to study rising water levels as this is becoming a concern.

In response to an inquiry by Ms. Russell concerning the Milwaukee County Surveyor contract, Ms. Larsen stated the contract was recently executed and is now being reported.

There being no further questions, on a motion by Mr. Nelson, seconded by Mr. Dawson, 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).

In response to an inquiry by Mr. Colman, Mr. Muhs stated that staff is digitizing the 1980 maps to use in land use and environmental corridor change comparisons.

In response to an inquiry by Ms. Russell concerning the availability of the zoning guide update on the Commission's website, Mr. McKay stated that sections of the model zoning ordinance are posted on the Community Assistance page of the Commission's website as they are completed, with a focus on sections

that have been affected by recent changes to State law, have been affected by recent court decisions, or would help to implement regional plans.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Mr. Colman asked if there were any correspondence or announcements. Mr. Muhs stated there was none.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:29 p.m. on a motion by Mr. Pitts, seconded by Mr. Schmidt, and carried unanimously.

Respectfully submitted,

Kevin J. Muhs  
Executive Director