

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY COMMISSION MEETING

Wednesday, September 11, 2019

3:00 p.m.

Kenosha County
Administration Building
County Board Chambers, Third Floor
1010 56th Street
Kenosha, WI 53140

Present:

Excused:

Commissioners:

Charles L. Colman, Chairman
Michael A. Crowley, Vice-Chairman
Steve Bostrom
Donna Brown-Martin
Thomas H. Buestrin
Mike Dawson
Mary Knipper
James A. Ladwig
Theodore Lipscomb, Sr.
Aloysius Nelson
Robert W. Pitts
Jeffrey D. Schleif
Daniel S. Schmidt
Gustav W. Wirth, Jr.

Jose Delgado
James Dwyer
Jennifer K. Rothstein
Nancy Russell
Peggy L. Shumway
David L. Stroik

Staff:

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

ROLL CALL

Chairman Colman called the 268th 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 Delgado, Dwyer, Rothstein, Russell, Shumway, and Stroik had asked to be excused.

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WELCOMING REMARKS BY KENOSHA COUNTY CHIEF OF STAFF, MS. JENNIE TUNKIEICZ

Kenosha County Chief of Staff, Ms. Jennie Tunkieicz, welcomed the Commissioners to the County Board Chambers. Ms. Tunkieicz noted that the Commission has helped the County plan for progress and growth in an organized manner. Ms. Tunkieicz also thanked Commissioner Pitts for all of the work he has accomplished on behalf of the County and the Commission.

APPROVAL OF MINUTES OF THE JUNE 19, 2019, QUARTERLY COMMISSION MEETING

On a motion by Mr. Nelson, seconded by Mr. Schmidt, and carried unanimously, the minutes of the June 19, 2019, Annual Commission Meeting were approved as published.

TREASURER'S REPORT

Mr. Colman called on Ms. Larsen to present the Treasurer's Report. Ms. Larsen noted that a copy of the Treasurer's Report had been provided to all Commissioners for review prior to the meeting and requested that Ms. Larsen review the report and called attention to the following items:

1. Based upon disbursements through July 7, 2019, it is projected that total disbursements for the year will approximate \$7.5 million. Revenues are projected at about \$7.7 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 \$5.2 million. The various accounts are identified on the second page of the report.
3. As of July 7, 2019, the Commission had in investments and cash on hand approximately \$7.5 million. \$5.8 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of July 7, 2019, that fund was yielding 2.42 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

Mr. Colman stated he would like to see a schedule of the Commission's year ending surplus or deficit for the last ten years.

In response to an inquiry by Mr. Ladwig, Ms. Larsen stated the Local Government Investment Pool insurance amount is \$400,000. The FDIC insurance limit is \$250,000.

There being no further discussion, on a motion by Mr. Pitts, seconded by Mr. Schleif, and carried unanimously, the Treasurer's Report for the period ending July 7, 2019, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

STANDING COMMITTEE REPORTS

Planning and Research Committee

Chairman Colman asked Mr. Schmidt to present the Planning and Research Committee report. Mr. Schmidt noted that the report had been provided to all Commissioners prior to the meeting. He also noted

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that the Planning and Research Committee has met once since the Commission's Quarterly meeting on June 19, 2019.

On August 13, 2019, the Committee took the following action:

1. Considered amendments to the Regional Water Quality Management Plan:
 - a. Amendment to the City of Mequon sanitary sewer service area
 - b. Amendment to the Village of Grafton sanitary sewer service area
 - c. Amendment to the Village of Dousman sanitary sewer service area

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

Administrative Committee Report

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 June 19, 2019.

On Thursday June 27, 2019, the Committee took the following actions:

1. Received a presentation on the 2018 Commission Audit Report.
2. Reviewed and approved disbursements for three financial periods: year 2019 Nos. 10, 11, and 12, for the period April 29, 2019, to June 9, 2019.
3. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 31, 2019.
4. Discussed annual dues and periodical subscription renewals.
5. Reviewed and accepted a report on staff compensation. Staff merit and promotion increases totaled \$145,040 or 3.77 percent.

On Thursday, July 25, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2019 Nos. 13 and 14 for the period June 10, 2019, to July 7, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending July 7, 2019.
3. Considered and approved the replacement of the RTU #3 and RTU #4 rooftop HVAC units.

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

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Executive Committee Report

Commission Chairman Colman, as Chairman of the Executive Committee, provided the Executive Committee report. He stated that the Executive Committee had met two times since the Quarterly Commission Meeting on June 19, 2019.

On Thursday, June 27, 2019, 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 seven proposed contracts for planning work. The details of those contracts are set forth in a table attached to this report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. The most recent report is attached to this report.

On Thursday, July 25, 2019, 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 one contract for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. That report is attached to this report.
4. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance seven existing projects and 12 new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.

There being no further discussion, on a motion by Mr. Bostrom, 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).

PRESENTATION ON COMMISSION EFFORTS RELATED TO FLOODPLAIN MAPPING

Mr. Colman called on Mr. Muhs to present a power point presentation on the Commission efforts related to floodplain mapping.

In response to an inquiry by Mr. Colman, Mr. Muhs responded that the Commission conducts modeling and analysis that can lead to a letter of map revision. A LOMR can modify the regulatory one-percent-annual-probability (100-year recurrence interval) floodplain on a portion or on all of a river for multiple structures or for a completed change to the river corridor. The Commission does not submit the LOMR's. The municipality concerned submits the LOMR.

Mr. Colman noted that several homes located along the Fox River near STH 50 appear to have reoccurring flooding issues and then inquired about the Commission's role in the Fox River Flood Mitigation Program.

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Mr. Muhs responded that Commission staff provides administrative assistance to Kenosha County to purchase homes that are located in the one-percent-annual-probability floodplain of the Fox River. Mr. Muhs then noted some homeowners have declined to participate in the program.

In response to an inquiry from Mr. Lipscomb, Mr. Muhs responded the Commission provides modeling services upon the request of a community or special unit of government such as the Milwaukee Metropolitan Sewerage District.

In response to an inquiry from Ms. Knipper, Mr. Muhs responded that changes in precipitation levels are not considered in the letter of map amendment (LOMA) process. Mr. Muhs then noted that models indicate that precipitation events are likely to become more intense in the future and that the City of Houston has amended its regulations to incorporate the 0.2-percent-annual-probability (500-year recurrence interval) floodplain.

CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN

City of Mequon sanitary sewer service area (Resolution No. 2019-17)

Chairman Colman asked the Commission to consider Resolution No. 2019-17, noting the Resolution would revise the City of Mequon sanitary sewer service area. He asked Mr. Muhs to present this resolution.

Mr. Muhs noted that:

- This sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission's Planning and Research Committee on August 13, 2019.
- The recommended amendment would reduce the sewer service area by 292 acres, resulting in a 2 percent decrease in the service area.
- The reduction is consistent with the regional land use plan and the regional water quality management plan, and there should be no significant adverse water quality impacts attributable to the development of the planned sanitary sewer service area.

Village of Grafton sanitary sewer service area (Resolution No. 2019-18)

Chairman Colman asked the Commission to consider Resolution No. 2019-18, noting the Resolution would revise the Village of Grafton sanitary sewer service area. He asked Mr. Muhs to present this resolution.

Mr. Muhs noted that:

- This sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission's Planning and Research Committee on August 13, 2019.
- The recommended amendment would expand the sewer service area by 41 acres, resulting in less than a 1 percent increase in the service area. The expansion does not include environmentally sensitive lands or isolated natural areas.

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- The expansion is consistent with the regional land use plan and the regional water quality management plan, and there should be no significant adverse water quality impacts attributable to the development of the planned sanitary sewer service area.

Village of Dousman sanitary sewer service area (Resolution No. 2019-19)

Chairman Colman asked the Commission to consider Resolution No. 2019-19, noting the Resolution would revise the Village of Dousman sanitary sewer service area. He asked Mr. Muhs to present this resolution.

Mr. Muhs noted that:

- This sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission's Planning and Research Committee on August 13, 2019.
- The recommended amendment would reshape the primary environmental corridor within the Grand Masonic Lodge of Wisconsin/Three Pillars Senior Living Community property. The change in the environmental corridor would disturb about 5.3 acres of environmentally sensitive lands. This would be mitigated with the expansion of the existing environmental corridor by about 10.2 acres.
- This modification of the primary environmental corridor expansion is consistent with the regional land use plan and the regional water quality management plan, and there should be no significant adverse water quality impacts attributable to the development of the planned sanitary sewer service area.

In response to an inquiry by Mr. Lipscomb, Mr. Muhs stated that the Commission generally does not approve of removing environmental corridors, however in this situation, the new environmental corridor will be of higher value than the corridor that is being reshaped.

There being no further discussion, on a motion by Mr. Wirth, seconded by Mr. Lipscomb, Resolution Nos. 2019-17, 2019-18, and 2019-19 were approved by a vote of 14 ayes and 0 nays (Copy of Resolution Nos. 2019-17, 2019-18, and 2019-19 are attached to the Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Muhs reminded the members of the Administrative and Executive Committees that a meeting will be held on September 19, 2019, at the Commission offices.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Wirth, seconded by Mr. Schleif, and carried unanimously, the meeting was adjourned at 3:49 p.m.

Respectfully submitted,

Kevin J. Muhs
Deputy Secretary

KJM/BRM/EAL/ce
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